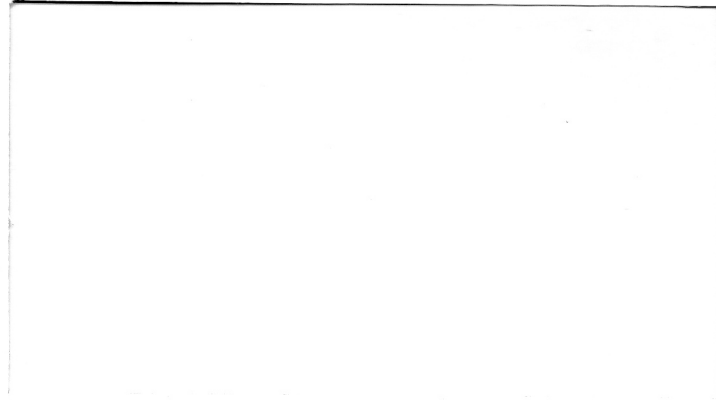


*A Datapro Feature Report*

**All About  
Dictation Equipment  
and Systems**







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# Dictation Equipment & Systems



*Dictaphone Thought Master 260 — a new, US-made, desk top dictator/transcriber which features the electronic display of indexing cue tones recorded on the cassette tape. During fast forward playback, an automatic scanning system searches the tape for each letter or special instruction cue tone, and illuminates a small LED display in an appropriate spot along an index scale. The preparation and transfer of paper index strips are therefore eliminated by this electronic system.*

Machine dictation speeds the process of moving speech from the word originator or author to the secretary or transcriptionist. Dictation starts the input phase of the word processing cycle. By utilizing machine dictation, this step is shortened considerably — machine dictation being about five times faster than longhand, and over twice as fast as face-to-face shorthand. Additional productivity is also gained by eliminating the secretary (stenographer) in a “shorthandless” mode of dictating. Dictation equipment is the only form of modern word processing office machinery that is directly employed by the executive. Automatic typewriters or text editors and copiers ease the burdens (and increase the performance) of secretarial or clerical personnel; dictation units optimize the performance of both office and executive staffs.

## DICTATION MACHINERY

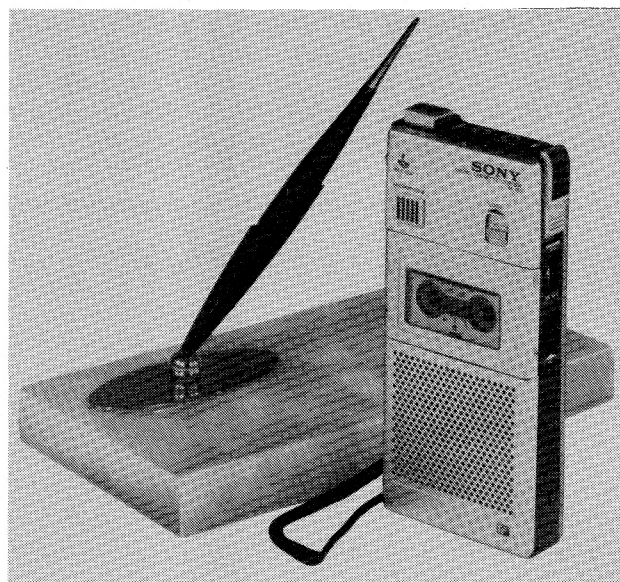
Dictation equipment trace their ancestry back to Edison's first cylinder playing phonograph. By the Twenties the wax recording cylinder became the mainstay in dictation recording applications, and continued in widespread use up until the Fifties. Other inscribed means of recording (i.e. where the media is physically cut or scratched) came into vogue during and just after World War II. Inscribed plastic belts (“visible” belts) became the predominate form of recording media during the Fifties, and are still in use today. They have, however, been superseded by magnetic recording media, the “modern” means of recording dictation.

This transition from inscribed to magnetic media is due to certain advantages. Magnetic media may be erased for

Machine “automated” dictation can speed the input portion of the word processing cycle by eliminating the need for longhand composition or shorthand note taking. This Report covers the applications and use of dictation equipment, and describes the features of over 110 units now on the market.

re-use after being recorded; inscribed media is not easily erased and usually cannot be re-recorded. Thus, magnetic dictation means allow the user to review and edit messages, and to make corrections directly on the recorded sound track. Tape varieties (loops, cassettes, etc.) also provide longer per-unit record times, and may be indexed through equipment at higher search or rewind speeds. About the only place in today's dictation market where inscribed belts still retain a strong following is from users who require a permanent recording for credibility or legal weight. The prime application is for interviewing witnesses; alterations in the recording are difficult or almost impossible to make without detection.

Although many are familiar with magnetic tape equipment used to record and reproduce sound (audio) on cassettes or cartridges, there are basic differences between dictation and entertainment recording machinery. For complete spectrum audio reproduction, the dictation machine is usually inferior to an entertainment device. Dictation equipment is involved in recording the spoken word — frequencies that range between 300 to 3500 Hertz (cycles per second). Entertainment recorders are usually



*Sony M-101 Pocket Memo Taker — a microcassette portable unit capable of recording up to 30 minutes of dictation per tape side. The new M-101 features controls for review, forward/stop/rewind, and playback volume. Overall weight is 13 ounces, and the note taker measures 5-5/8” high by 2-1/2” wide by 1” deep.*

## Dictation Equipment & Systems

| DICTATION TIMES & COSTS           |                 |                 |                 | TRANSCRIPTION TIMES & COSTS |                 |                  |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------------------|-----------------|------------------|
|                                   | Longhand        | Shorthand       | Machine         | Longhand                    | Shorthand       | Machine          |
| <b>AVERAGE SPEED</b>              | 15 words/minute | 30 words/minute | 60 words/minute | 15 words/minute             | 15 words/minute | 20 words/minute* |
| <b>COST/WORD</b>                  |                 |                 |                 |                             |                 |                  |
| Originator                        | 0.0111¢/word    | 0.0055¢/word    | 0.0028¢/word    | not applicable              | not applicable  | not applicable   |
| Transcriber                       | not applicable  | 0.0022¢/word    | not applicable  | 0.0043¢/word                | 0.0043¢/word    | 0.0033¢/word     |
| Total (labor)                     | 0.0111¢/word    | 0.0077¢/word    | 0.0028¢/word    | 0.0043¢/word                | 0.0043¢/word    | 0.0033¢/word     |
| <b>AVERAGE LETTER (150 words)</b> | 10 minutes      | 5 minutes       | 2½ minutes      | 10 minutes                  | 10 minutes      | 7½ minutes       |
| <b>COST/LETTER</b>                |                 |                 |                 |                             |                 |                  |
| Originator                        | \$1.66/letter   | 83¢/letter      | 42¢/letter      | not applicable              | not applicable  | not applicable   |
| Transcriber                       | not applicable  | 33¢/letter      | not applicable  | 65¢/letter                  | 65¢/letter      | 49¢/letter       |
| Total (labor)                     | \$1.66/letter   | \$1.16/letter   | 42¢/letter      | 65¢/letter                  | 65¢/letter      | 49¢/letter       |

\*May be increased to 30 words/minute using automatic typing equipment.

➤ designed to capture and reproduce music and lyrics as well as speech, and therefore have a frequency response range that extends from 20 to over 10,000 Hertz. Conversely, dictation equipment are designed with controls that are grouped for convenient use, and that provide a variety of functions not required by an entertainment unit. Dictation machines are also a degree more durable, being built for rugged day-in, day-out use.

### APPLICATION ADVANTAGES

Typical speech rates averaged across the U.S. are 90 to 110 words per minute. This contrasts with handwriting speeds of 10 to 15 words per minute. Dictation speaking rates are somewhat slower, averaging about 60 to 80 words per minute.

The typical business letter has been steadily growing shorter and shorter. At the present it is about 150 words long, and takes about 3 minutes to dictate to a machine or 12 minutes to write out in longhand. For a \$20,000 per year executive (\$.16 to \$.17 per minute), this savings of 9 minutes is worth about \$1.50 on the average letter.

For a business executive to dictate in the past, it was necessary for the dictator either to work with rather cumbersome equipment having generally poor human design aspects, or to dictate in a live, face-to-face encounter with a secretary. This latter approach is the most convenient method that will ever be available to the dictator. But it is by no means a universal or even a really practical solution to the great majority of dictation requirements. For one thing, the secretary who takes live dictation must have highly developed shorthand skills, and must be physically available whenever dictation is given. In today's offices, secretaries can be most productive if they are properly supported with modern, high-efficiency office equipment such as automatic typing systems, high speed copiers, calculators, internal/external communication systems, etc. The interruption of secretarial operation or interaction with these systems to take live dictation can be highly inefficient and not at all cost-effective.

Furthermore, live dictation rates for a dictator-secretary team without distracting phone calls averages only about 30 words per minute.

A much better way of satisfying office dictation and increasing the productivity of the word originator is to provide easy-to-use and readily accessible dictation equipment. Such equipment plus proper dictator training allows higher rates (up to 60 to 80 words per minute) at the dictator's convenience, as well as permitting the secretary to transcribe dictation in an orderly, systematic manner. Thus, the dictation process need not interrupt the effective and efficient operation of other costly equipment by the secretary; this in turn helps increase overall office productivity.

The use of dictation equipment to free the secretary from taking dictation face-to-face is all the more important when one realizes that it requires 3 or 4 hours for a dictator to create one full hour of recorded dictation. This 3- or 4-to-1 ratio is caused by natural inefficiencies in the organization of thoughts, and pauses (normally not recorded) to phrase sentences and contemplate the context of remarks. The resulting hour's worth of dictation will then take about 4 to 6 hours to be fully transcribed by a secretary. Thus, eliminating the physical presence of the secretary during the actual dictation process frees at least 4 hours of secretarial time for other tasks. With proper training, the dictator can be expected to refine his dictation skills, reducing the preparation time needed to record an hour of dictation.

The use of automatic typing/text editing equipment (*See Report S13-050-101*) in conjunction with dictation equipment further improves office productivity. Dictation must almost always be typed twice, once in a draft form and again in final form to allow for author changes, page formatting, etc. Effective rough draft typing speeds averaged over a full day to allow for forms handling, etc. are about 15 wpm when typing from shorthand or longhand as compared with about 20 wpm when typing from recorded dictation using an electric typewriter.



## Dictation Equipment & Systems

*Costs in the two tables have been computed for an originator or executive making \$20,000 per year, and a secretary versed in shorthand making \$7,800 per year. Dictation machine costs may be decreased further if a transcriptionist-typist without a knowledge of shorthand and other secretarial skills is employed at a lower per year rate.*

| DICTATION & TRANSCRIPTION COSTS   |               |               |              |
|-----------------------------------|---------------|---------------|--------------|
|                                   | Longhand      | Shorthand     | Machine      |
| <b>COST/WORD</b>                  |               |               |              |
| Originator                        | 0.0111¢/word  | 0.0055¢/word  | 0.0028¢/word |
| Transcriber                       | 0.0043¢/word  | 0.0065¢/word  | 0.0033¢/word |
| Total (labor)                     | 0.0154¢/word  | 0.0120¢/word  | 0.0061¢/word |
| <b>AVERAGE LETTER (150 words)</b> |               |               |              |
| Originator                        | \$1.66/letter | 83¢/letter    | 42¢/letter   |
| Transcriber                       | 65¢/letter    | 98¢/letter    | 49¢/letter   |
| Total (labor)                     | \$2.31/letter | \$1.81/letter | 91¢/letter   |

(about 30 words per minute for original input typing using an automatic typing system). The main reason for this improvement is that the typist doesn't have to look up from the typewriter to read, and can digest whole phrases via dictation. This also acts to improve accuracy. A one-third increase in productivity is experienced with an electric typewriter and dictation transcription, and a one-half increase with automatic typing. With an automatic typing system the words are recorded on a storage medium at the time of rough drafting, and subsequent changes can be made on an exception basis (i.e. alteration or insertion of specific words or phrases only) with final output typing done automatically at ultra high speeds (150 to more than 500 words per minute).

Other benefits of dictation equipment over live dictation include:

- The ability of any secretary to transcribe the dictation (the problem of one secretary deciphering another's shorthand is eliminated).
- The ability to transcribe at speeds greater than for shorthand material.

Two new factors have recently emerged in conjunction with the use of dictation equipment.

- Prestige, where some persons in an organization have their own desktop units or telephone/direct wire access to a central unit and others don't (a dubious attribute at best since such status symbols do not directly improve productivity).
- Electronic note taking for recording verbal material that is never intended to be transcribed. With the widespread availability of handy discrete media portable systems, it is possible to communicate point-to-point (person-to-person) on an audio-only basis without ever invoking a transcription process to produce hard copy.

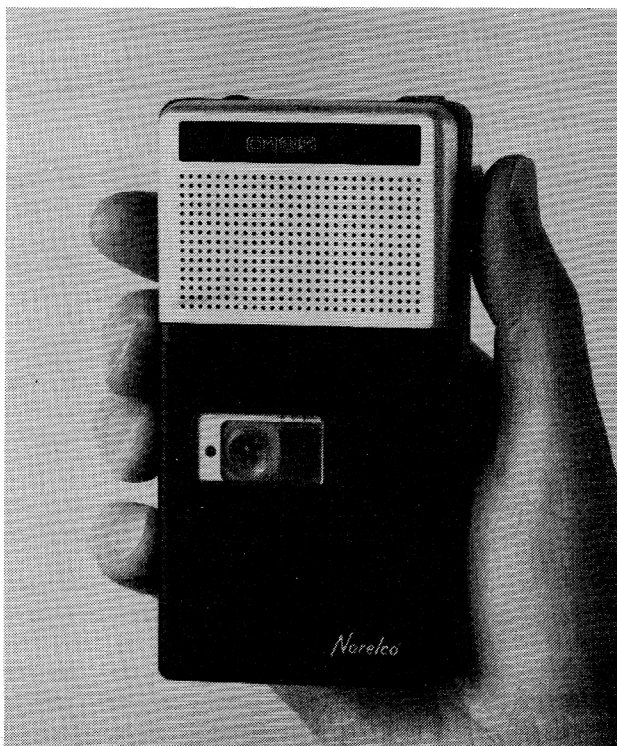
Examples of this latter use are evident in a service-oriented real-time environment such as for a police force, fire department, claims adjustment, sales management and any operation where orders must be communicated or a log record of activity kept for further reference.

All of the benefits of dictation operate to produce dollar savings by virtue of conserving time, both for the secretary as well as the word originator, in terms of total time required to handle a given workload (throughput) and in shortened turnaround time for individual jobs. ➤

*Lanier Action Line System – a recently introduced desk top dictation system which features dual cassette tape transports and a remote dictator handset station. The dual transports allow a secretary to transcribe work recorded on one tape drive while an executive records on the other. Tape need not be transferred, since the Action Line recorder console contains switching circuitry for dictate-to-transcribe mode operations. Up to three handset stations may be interfaced with the console, allowing "mini" central system operation in environments where executives share a common secretary.*



## Dictation Equipment & Systems



*Norelco 185 Pocket Memo "Idea Machine" — a mini-cassette ("Idea Capsule") portable dictation unit which is media compatible with all of Norelco's extensive line of dictation products. The 185 stands 4-3/4" high by 2-5/8" wide by 1-3/8" deep, and weighs a mere 10 ounces. Weight, size and a record capacity of 15 minutes per tape side make the unit handy for in-the-field memo or note taking, and for occasional letter dictation.*

### ➤ TRADEOFFS

One of the factors that has tended to retard effective utilization is that many word originators have problems in using dictation equipment. It has widely been estimated that well under one-third of the dictation systems installed today are actively being used, even though the greatest bottom line cost saving in the production of typewritten material can be obtained through the use of such equipment.

The problems encountered by word originators stem jointly from lack of proper education about how to integrate the equipment into an effective system of office procedures, and an even more serious shortcoming regarding proper dictation techniques. Thorough knowledge in both of these areas is necessary in order to effectively use dictation equipment. Merely buying a random collection of hardware and clearing off desk or shelf space for it to sit on will not suffice. This is especially true if the office environment contains other sophisticated word processing equipment/systems.

Perhaps the biggest drawback to using dictation equipment associated with other word processing devices is that the executive feels threatened by the fear of losing his high-status private secretary. Refusal to use dictation

equipment on these grounds is rather an exorbitant price to pay in terms of productivity for the trappings of status.

All of the major equipment manufacturers have recognized the need for proper customer education (terming this education "software"), and provide a variety of means whereby the customer can learn to make effective use of dictation equipment. Moreover, direct vendor action has been taken to overcome certain psychological difficulties encountered by dictators who don't like to talk into microphones ("mike fright") by using telephone-type handsets to access the dictation system.

In word processing centers, the simple physical consideration of internal document delivery can also be a serious problem. For input from the remotely located word originator to the centralized secretary, one of the most effective solutions available thus far is a central dictation system whereby all delivery of words to the center is done electronically over internal or external wiring. In a high rise building complex with many floors, wings, and/or other physical barriers to interoffice delivery, this solution to physical input (even for internal dictation users) provides no small benefit.

### PLANNING CONSIDERATIONS

One of the popular office automation approaches is the establishment of the word processing or correspondence center. Such a support facility permits centralization to



*Memocord K77 "mini" — a special cassette portable that can record from 15 to 45 minutes per tape side. Memocord's Ind-X-Matic cassettes contain an integral needle meter used to log tape usage on a cassette label. Transcription is performed on the company's line of desk top models.*



## Dictation Equipment & Systems

achieve the highest possible utilization of highly skilled personnel and expensive equipment. Another popular variant of the corporate word processing center is the departmental center that operates on a localized basis so that full departmental control over the secretarial function is not diluted.

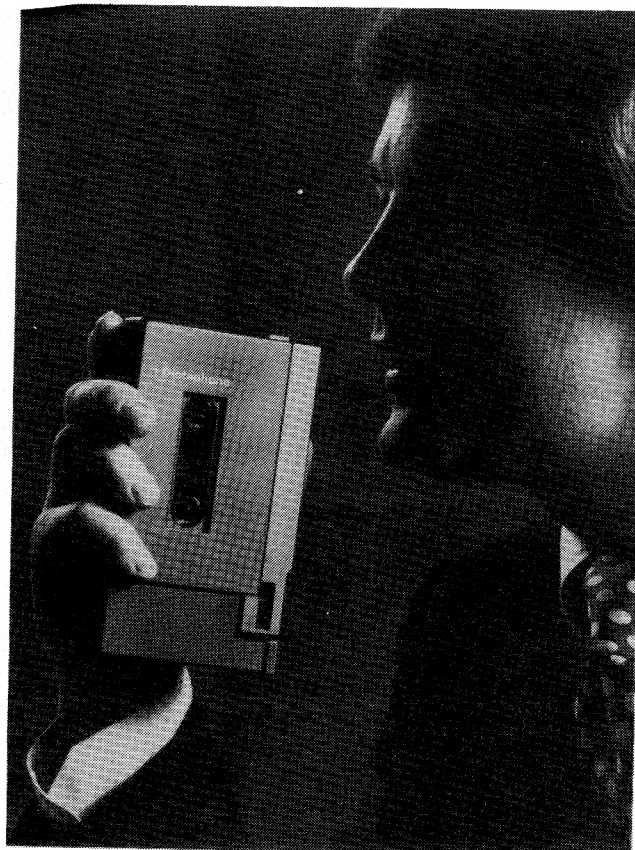
Dictation equipment fits nicely into the word processing center concept. The physical centralization of the typing function in one location creates a need to transfer words both into the center and back to the originator in draft (or final) form. An effective means of handling the input or words is via a central dictation system that lets the user dictate at will from the office, and allows the secretary to transcribe the dictation at the center. The actual dictation equipment is completely separate from the automatic typing equipment, and machines from any typing system vendor can readily be mixed with dictating equipment from any other vendor.

Special requests for rush items, confidential documents, etc. can be handled either by calling the word processing center manager before dictating, or by recording comments on the dictation medium itself. Dictated materials are returned as soon as completed, all finished manuscripts delivered periodically during the day. The author then makes arrangements to have the materials routed or mailed. If revisions are needed, typed materials complete with all copies are returned to the center with the revisions indicated. The word processing center facilitates consistency in style and form (uniform letter placement) throughout the company.

Four-hour turnaround time is typical for dictation supported by a well equipped word processing center. Dictation loads traditionally peak at 10:50 to 11:00 am and 3:15 to 3:30 pm. The potential user should also obtain sufficient equipment to support dictation at these hours so that confidence in the system is maintained. Long waiting time periods tend to frustrate would-be dictators, reducing system use by reversions to former, less cost effective methods.

A sign of maturity in the dictation industry is that a considerable amount of time, money, and energy is expended on "software". Broadly defined, software means education, principally for the dictator. A variety of approaches have been put forward by the vendors to help the user take better advantage of dictation equipment. They range from cassette-based training programs augmented by self-tutoring programmed instructional manuals (Dictaphone's "Writing Out Loud" course to improve letter writing skills, teach effective dictation, and help set up and organize a word processing center); full-scale audio-visual presentations (IBM's "First Time Final" executive level training program); to actual classroom instruction in combination with a workshop or clinic for actual practice (Lanier's full-day "Don't Write It...Dictate" executive-secretary team training program).

All of these training approaches aim at three objectives:

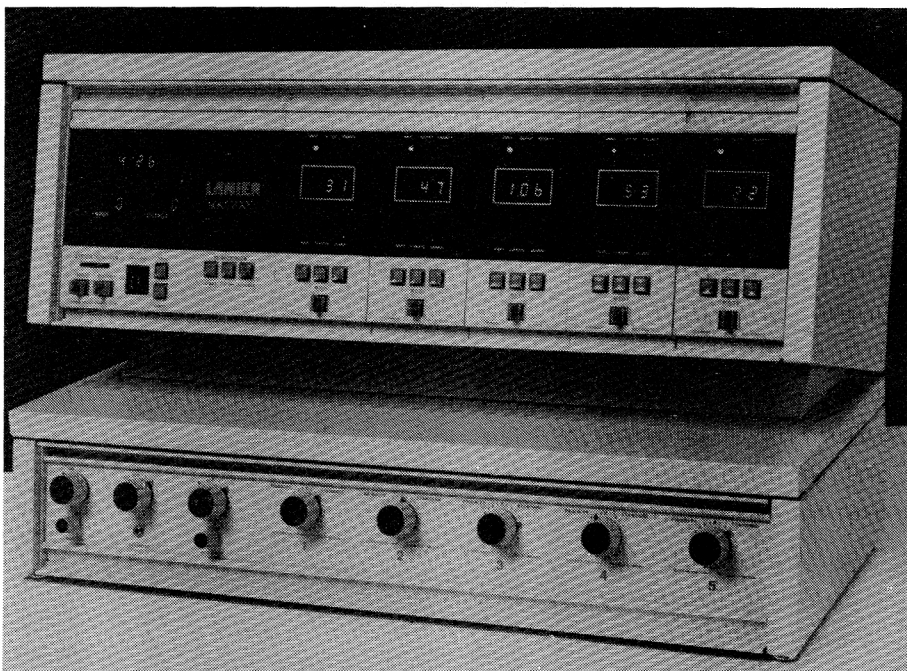


*Dictaphone Travel Master 220 — a full-feature, standard cassette, portable dictation unit which features cue tone indexing that is compatible with the new Thought Master 260 (see page S15-050-101). The 220 in addition has a 3-digit tape counter and controls for fast forward, pause/stop, playback, record, and rewind/review.*

- Overcoming "mike fright" and getting the dictator to accept and use the equipment.
- Helping the user set up and and organize an effective word processing center with appropriate application of other office equipment such as automatic typing systems, copiers, etc.
- Teaching the dictator how to prepare and organize his thoughts for dictation so that the dictation process is as clean and efficient as possible.

This last point deserves further attention. The primary purpose of dictation equipment is to improve the productivity of the word originator (most other types of word processing equipment such as automatic-typing systems or copiers tend to improve the productivity of the secretary). The proper use of good dictation techniques by the executive can contribute directly to serving this important cause. Since the average dictator will spend 3 or ➤

## Dictation Equipment & Systems



*Lanier Nexus 2000 System Console – the supervisor's command center for controlling and monitoring the operation of Lanier's new tank-type centralized dictation system. The Nexus 2000 may be configured to support up to 30 tanks and 30 transcriptionist stations, and can accept input from over 500 dictator stations. Each tank holds up to 240 minutes of continuous dictation; tank tape is formatted with a main dictation track and a secondary track for special instructions or margin notes.*

- 4 hours producing one full hour of dictation, there clearly exists an opportunity through the better organization of his thoughts to cut dictation time by one-half.

The following *Ten Guidelines for Dictation* are taken from the Dictaphone "Writing Out Loud" course and illustrate the nature of self-imposed discipline that the dictator should master:

- Identify Yourself – name, department, phone number, correspondence symbol, etc.
- State What You Are Dictating – letter, memo, report, rough draft or finished product, double spaced or single, margin size.
- Identify The Priority – When dictating more than one item, give them in priority order. If your company has a word processing center, notify the center of high priority items before dictating.
- Indicate What Paper Should Be Used – Company letterhead? If more than one, which? Interoffice memo? Personal stationary? How many copies? What type (e.g. carbons, office copier, or offset)? Must envelopes be addressed?
- Describe The Distribution And Identify Each Receiver – Spell out names and addresses. Use phonetic alphabetic for initials. Spell out numbers that might be confusing (e.g. fifty and fifteen, sixty and sixteen, etc.).
- Spell Out Any Words That Might Give Trouble – such as homonyms (accept/except, council/counsel, elicit/illicit, forward/foreword, incidence/incidents); uncommon words (holocaust, impugn, enigma, reneg, surfeit,

ensconced); foreign words (tete-a-tete, coup, gestalt, viscount, risque, kaput); slang words (guesstimate, razzmatazz); technical words (phenol, emulsified, tensile, viscous, ductile, catalytic, electrolytic, pneumatic); and other words that might be misunderstood.

- Dictate All Punctuation – Commas and parentheses; colons and semicolons; quotes; apostrophes; hyphens; and final punctuation.
- Spell Out All Mechanical Instructions – Paragraphs to be indented beyond the regular margins; quotes to be given special margin treatment; columns of figures; entries to be numbered and typed under one another; titles to be underlined; space to the left for a hand-drawn table or illustration; etc.
- Maintain Voice Control – Speaking in a normal, relaxed conversational tone that is not too fast (especially on material that's familiar). Avoid mumbling, smoking, chewing (pencil or gum) bumbling with the dictating instrument; use appropriate inflections and pauses, and signal instructions to typist (e.g. change tone, give beeps, use her name).
- Load Brain Before Firing Mouth – Decide objectives first; select your points and sequence them so as to meet these objectives; organize ideas into paragraphs; break up long sequences into paragraphs; make notes on scrap paper or in margins of letter you are answering; indicate approximate length of letter (number of paragraphs) in advance and during dictation; indicate each paragraph with "...period. New paragraph."

Most of these points are simple techniques that help the secretary and increase overall office productivity, while the last point is the real meat of the lesson. So beneficial 1



## Dictation Equipment & Systems

> is this guidance that its tenets should be adopted by all business personnel whose time is valuable (isn't everyone's?) with or without regard to the process of dictation.

### EQUIPMENT OPTIONS

Dictation equipment comes in three basic configurations designed to handle certain types and volumes of dictation.

- **Central Systems** — This class of equipment is designed for local and/or remote point-of-dictation, multi-originator facilities where all dictation is pooled in a central recorder or "tank". The dictator accesses the system via a personal microphone or handset interfaced to the tank by direct wiring or by the telephone network. One or more typist-transcriptionists continually monitor the tank and transcribe dictated correspondence. Central systems may be configured to handle from two or three to an unlimited number of dictators. Prices range from under \$1,000 to over \$20,000, dependent upon system size, hookup and features.
- **Desktop Units** — This type of unit is the most widely used, functioning in the "classic" one-to-one, dictator-to-secretary environment. Each originator has a personal desktop "dictator" (dictation machine) to record messages onto media that is then physically forwarded to a transcriptionist for typing. Desktop transcribers are also employed with discrete, removable media, centralized systems as independent, off-line transcription stations. Desktop dictation equipment ranges in price from \$220 to \$995, with an average cost at the \$450 level.

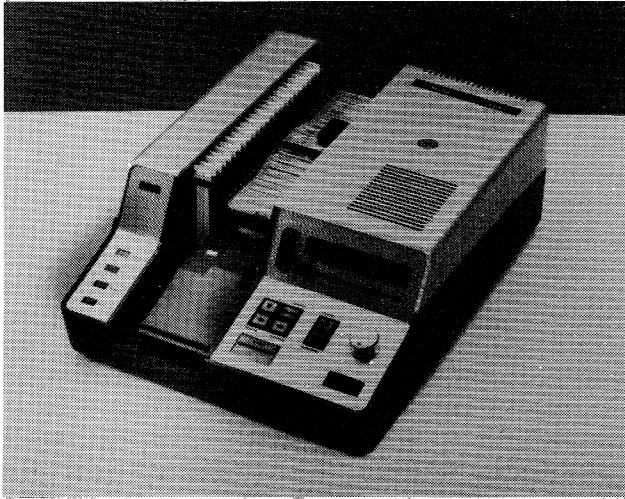
- **Portable (Handheld) Units** — Portables comprise the fastest growing segment of the dictation equipment market, and are designed for in-the-field use. They vary in weight from about one-half pound to two pounds, and come in sizes small enough to fit in a shirt pocket or purse to as big as a cigar box. Recordings are made on magnetic or plastic belts, or on magnetic tape reels, discs, cassettes or mini/micro-cassettes. Each of these media is easily mailed or forwarded back to a central office for transcription on a compatible desktop unit. Portable prices range from \$70 to \$575, with an average cost of about \$220.
- **Special Configurations** — The courtroom or conference recorder may be considered as a special class of "dictation" equipment. Such recorder configurations employ a number of microphones to record several speakers simultaneously on separate tape tracks. This separation eases the transcription cycle, enabling the transcriptionist to recognize each distinct speaker or witness. The courtroom or conference recorder are not, however, usually equipped with dictation-type controls, and are generally configured from reel-to-reel audio-type magnetic tape recorders (although a few systems such as Sony's BM-144 do employ cassette dictation units).

Many companies have also experimented with the use of entertainment-type recorders as substitutes for the more heavy-duty machines designed specifically for dictation. These attempts have been based on the fact that the popular, standard style, Philips-type cassette is employed on many dictation units as well as on entertainment recording equipment; and that the cost of an entertainment recorder can be far below those of a dictation machine. ▷

*Dictaphone Series 193 — a centralized dictation system configured from (clockwise from left) a six-selector button dictation station; a Thought Tank central recorder; a Word Controller supervisor's console; and a transcriptionist station.*



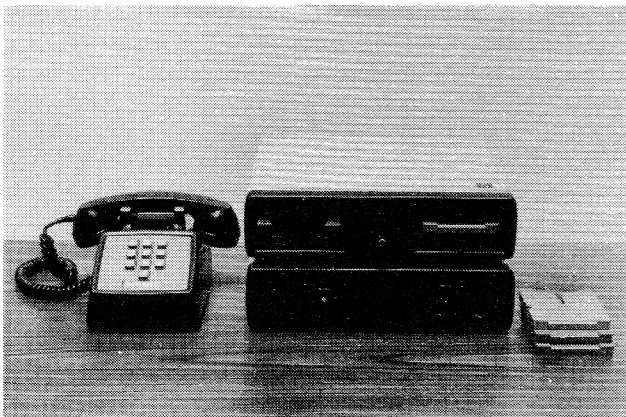
## Dictation Equipment & Systems



*Norelco LFH-260 — a mini-cassette ("Idea Capsule") changing, centralized dictation recorder that holds twenty-four 15-minute (per side) cassettes. The 260 is media-compatible with all of Norelco's other units, and may be accessed via direct and/or telephone interfaced dictation stations.*

➤ Many factors, however, argue against the use of an entertainment device for dictation. Such recorders lack the controls and indicators that facilitate dictation and transcription tasks. Features like indexing, cuing, speed adjust, auto (increment) backspacing, end-of-media alarms, etc. are absent from entertainment units. Portable dictators contain an integral microphone. Entertainment recorders have to employ a cord-attached mike, making on-the-move dictation at conventions, etc. somewhat cumbersome since both mike and recorder have to be hand-carried. Most entertainment units are also larger and heavier than portable dictators.

It should be noted that both the equipment and media used for dictation must be able to withstand considerably more use than typical entertainment systems. For



*IBM 6:5 Cartridge System — a touch tone, centralized configuration of IBM's new magnetic disc series of dictator/transcribers. Each individual disc holds about six minutes of dictation, or two times the length of an average dictated document. Fifty of these discs may be loaded and changed automatically by the 6:5 system, a maximum of five hours of recording time.*

instance, a dictation system will be start/stopped about 70 times on the average for each start/stop of an equivalent entertainment machine. The basic media must also be heavy duty. Problems encountered with regular grade magnetic tape and misused entertainment equipment include tape slippage, stretching and breaking. Entertainment machines, for instance, do not have adequate braking systems for dictation use. Standard cassettes made especially for dictation contain a better grade of magnetic tape and are heavier duty, increasing their cost considerably. Dictation cassettes also have little or no leader at the front of the tape to reduce clipped recording and index scale registration problems. Newer mini-cassettes, developed in 1967 by Philips, are engineered specifically for dictation purposes, use a high grade of tape, and include special roller mechanisms.

## CENTRAL SYSTEMS

Centralized dictation systems may be classified further by the type of recording media employed — non-removable magnetic tape loops, or removable discrete magnetic media (belts, discs, cassettes or mini-cassettes). Each media concept has its own unique advantages and drawbacks. The long recording capacities of tape loop or media-changing (autochanger) discrete systems make them ideally suited to unattended operation at night or over the weekends in institutions such as hospitals. On the other hand, such capacities (and costs) may not be needed if secretarial services are available to keep the level of dictation stored in the central tank or recorder low. In such instances, most of the system's capacity will remain unused.

For tape loop systems, high capacity provides two additional advantages. The tape medium ordinarily does not have to be recycled (reused) for several days, allowing delayed proofreading since the tape does not have to be erased until just prior to new dictation. Higher capacity tapes also cost just a fraction more than lower capacity versions, but have higher lifetimes. Thus, a 3-hour tape has three times the lifetime of a 1-hour tape. This will result in less frequent tape servicing and lower maintenance charges.

With discrete media central systems, it is possible to distribute the individual belts, discs, cassettes, etc. to any number of typist-transcriptionists. More than one person can work on a batch of recorded dictation to make the overall dictation-to-text turnaround time as short as possible; the workflow can be spread evenly amongst office personnel. Non-removable loop systems do not require the physical transfer of media to the transcriptionist. The secretary or typist is patched or wired into the tape loop recorder or tank directly, and transcription may occur simultaneously with dictation. Usually no more than one transcriptionist may be interfaced with a single tank. Exceptions include Centrac's new two-loop tanks, or the option of patching dictators from an almost full tank to others while two typists transcribe.



## Dictation Equipment &amp; Systems

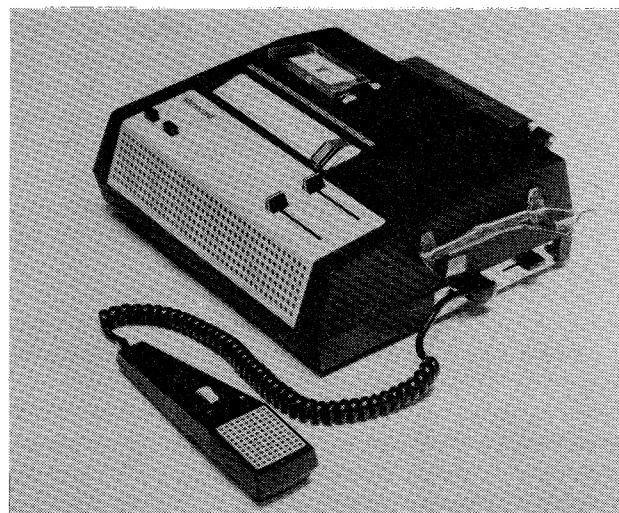
> Discrete media tends to suffice for most office dictation tasks since the average letter contains about 150 words and requires no more than 3 or 4 minutes of recording time. Shorter recording capacity discrete media also conform to the observed trend that dictation is most practical for short documents. Studies have shown that longer documents are not composed serially (i.e. in a continuous running sequence), but with frequent cross checking to review prior material.

Some endless loop central systems provide a variety of conversion or interface equipment that allows "discrete" or removable media (such as belts, cassettes, mini-cassettes, etc.) to be entered into the central systems. Discrete media systems, particularly those where single form of media is used for the full product line, do not normally have a need for such interface measures.

Considerable attention has been given by manufacturers to the physical instrument that will be used by the dictator. Responding to extensive market research and customer attitude studies, an effort was made to use a microphone shaped like the common telephone handset. This familiar piece of equipment is not as threatening as a microphone, and also permits private playback. On the other hand, the push-to-talk and playback switches built into the handset are not always comfortable and can be tricky to manipulate.

An extension of the idea of using a telephone-like device for dictation input is to use the actual telephone itself. Many contemporary central dictation systems offer a means (in conjunction with having the users obtain the proper equipment interface directly from the local telephone company) to use installed dial or touch tone telephones. Such a setup obviously can be very cost-effective by eliminating the need for specialized dictation microphones and associated wiring. Furthermore, anyone in the business organization with an installed telephone can make use of the dictation facility, thus widening access to the system well beyond that normally feasible in configurations using dedicated handsets. In this case, however, it should be pointed out that the telephone interface equipment or Voice Connecting Arrangement (VCA) required from the phone company ranges from \$4 to \$70 per month depending upon local phone company tariffs (note that such equipment and charges should be eliminated in the near future by a recent FCC ruling). This method of dictation input buses out the dictator's telephone, and should be avoided by those organizations where business is largely transacted by telephone (stockbrokers, lawyers, service organizations, etc.).

When the telephone is used as an access device *within* the company (i.e., on the user side of the switchboard), either a dial or touchtone telephone can give full control over all of the important dictation functions by the dialing of up to a half dozen numbers. By the addition of extra equipment, access can be extended to external calls on the public side of the switchboard. Only the touch tone telephone has the ability for complete dictation control



*Stenocord Model 390 - a combination desk top dictator/transcriber unit that accepts both belt and mini-cassette media. The 390 features paper strip indexing, audio scanning, and variable speed controls.*

from remote (external) sites. External dial telephones may, however, be used to access and control a touch tone configured, centralized system via auxiliary tone generators or "beeper" boxes.

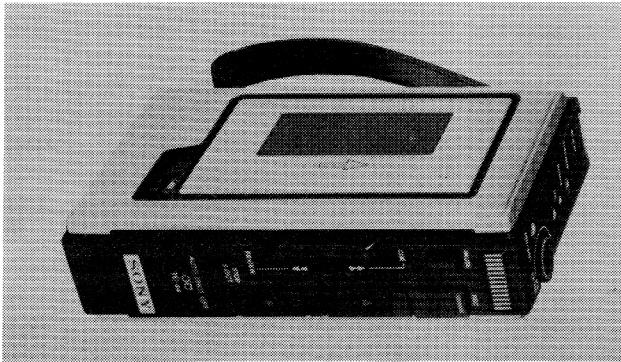
One of the interesting problems of centralizing recording media (making it physically inaccessible to the dictator) is that a relatively high degree of discipline must be used at the time of dictation to identify priority items and convey special typing instructions. A certain amount of slip-shoddiness by the dictator on a local system can be corrected by transmitting handwritten instructions to the word processing center along with delivery of the physical recording medium. This cannot be done with most central systems. The dictator must follow good dictation practices (see **Planning Considerations** in the preceding text).

When using endless loop or autochanger discrete media central systems, it is usually a good idea to provide a >



*Uher Universal 5000 - a reel-to-reel (open reel) mag tape dictator/transcriber that can record up to 8 hours of continuous dictation. The Uher is used primarily for manuscript or speech writing dictation work, and has gained a certain amount of notoriety from being the recorder involved in the Watergate case.*

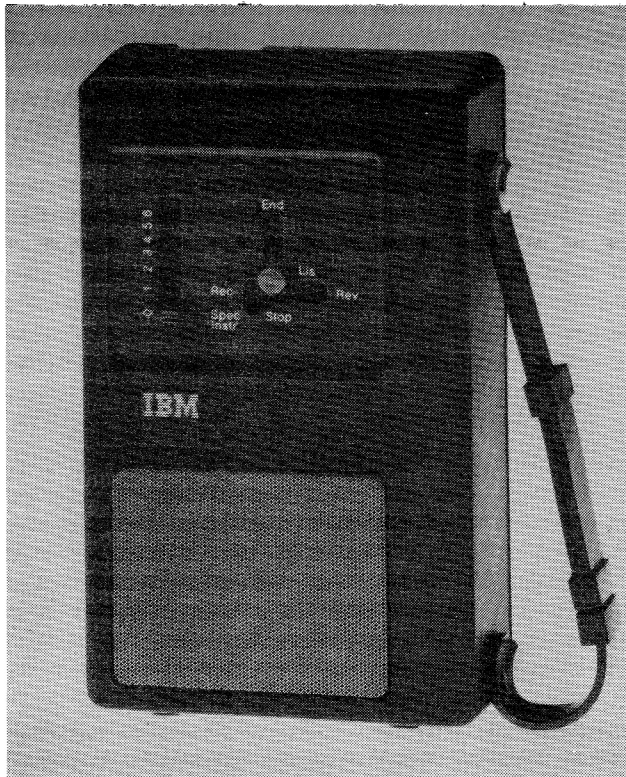
## Dictation Equipment & Systems



**Sony TC-44B Cassette Portable**



**Counterport RAD7 Microcassette Portable**



**IBM 6:5 Disc Portable Recorder**

➤ considerable amount of monitoring equipment in the word processing center for supervisory personnel. For endless loop systems, this equipment can be relatively expensive, but the flexibility of a central system to adjust workloads cannot properly be utilized without the monitoring/measurement devices. The difficulty of physically locating specific high-priority jobs in a central system also often mandates the use of supervisory equipment unless an indexing scheme is provided for the system. Such indexing is generally limited, however, to discrete media systems.

Although the supervisory console may appear to be a bit complicated, its proper application in a heavy word processing environment can go a long way toward the ability to support massive workloads. Smaller scale, endless loop central systems in medium size firms may not need any monitoring equipment, but these systems would normally be limited-access configurations with only 2 or 3 users. Discrete media systems, even the full-scale configurations, may not require any form of supervisory control. However, should the need for tighter control exist, Lanier now offers a cassette changer system (Tel-Edisette C) which places special status tones on each cassette; a CRT console can then "read" the cassettes and display information as to volumes by author, department, transcriptionist, etc. This monitor unit can decrease turnaround time by assigning work to the typist with the smallest workload, and by keeping track of priority work.

### DESKTOP & PORTABLE UNITS

Portables are differentiated from desktop dictation units primarily by their size and weight, and by their battery power source. They also tend to have fewer index/cuing controls, although a few models have control features that are equal to their compatible desktop relations.

An important consideration (other than price, weight, size, and features) for the user when selecting a portable or handheld unit is media compatibility between the recording and transcription units. Many manufacturers provide an interface capability on their central or desktop units when the portable medium is not the same as that used with the central or desktop unit. This approach often involves the use of an expensive piece of multi-media interface equipment.

Desktop units are intended to be used in stationary environments where a 115V AC power source is available. In addition to requiring a wall outlet, the desktop units are functionally distinguished from handheld or portable equipment by the presence of a greater variety of operator indicators and controls (notably index strips or some type of marking scheme to record instructions for transcription), and by the absence of a built-in microphone. Desktop units can be differentiated from central systems. The recording medium is generally physically co-located with the dictator's recording equipment, rather than in a central location or at the secretary's desk.



## Dictation Equipment & Systems

In addition to considerations regarding media compatibility in an overall configuration of portable, desktop, and central dictating equipment, the user must also be concerned about the accessibility and ease of use of desktop units. Because the numbers of controls on a desktop unit can be significantly greater than those on a handheld unit, the user may find operation significantly more complex. If a great variety of different desk top models are available for use by a single individual, problems can arise from unfamiliar controls.

Another important consideration that can lead to user problems with desktop dictation units is accessibility. Unless the equipment is permanently kept at a dictator's desk, a musical chairs game can result as the dictator searches the office area for a machine.

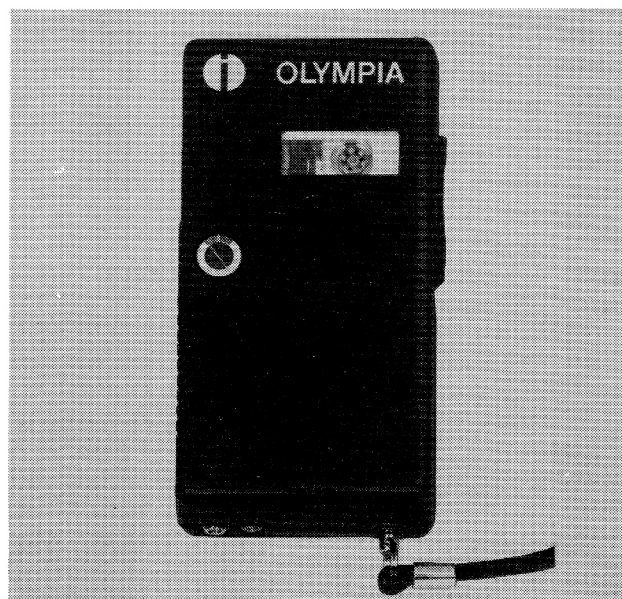
Where the office environment is fairly stable and shifts of location for dictators and/or transcriptionists are minimal, central systems often hold significant advantages over individual desktop units. In other cases where the vendor has made provisions for standard dial or touchtone handset access, central systems can be useful even in rapidly changing office environments. Note, however, that accessibility for central systems installations can also become a problem if heavy dictators seize the system and "busy out" all other access lines. Thus, a central system should be reserved for light-to-moderate dictation, and supplemented with dedicated individual units for heavy dictation loads.

### THE COMPARISON TABLES

The tabulations that follow present the features of over 100 dictation devices marketed by 14 vendors. For reader convenience, the tables have been grouped into three categories (Central Dictation Systems, Desktop Dictation Units, and Portable Dictation Units), each stressing the equipment aspects that are most pertinent. The headquarters address and telephone number of each vendor is given as a preface to these tabulations.

**Manufacturer and Model** table entries identify the vendor and specific dictating product by name.

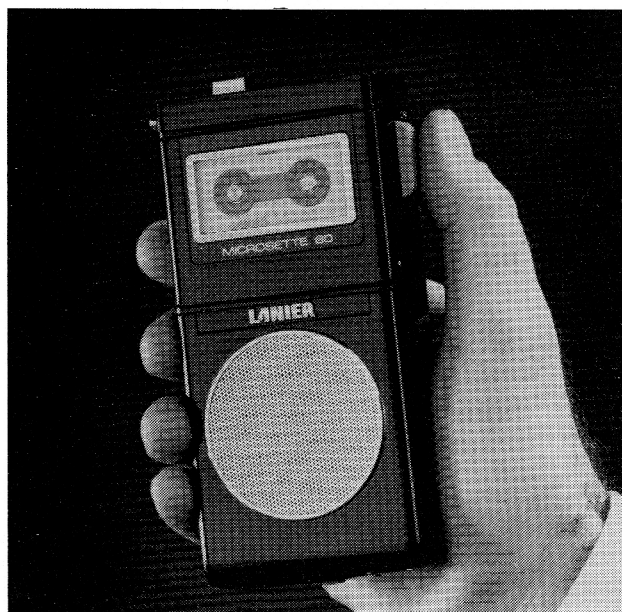
For central systems, **System Type** specifies the type of recording media used. Entries here are removable discrete or non-removable endless loop. The use of a removable discrete media (cassettes, belts, etc.) in a central system immediately calls an important consideration to mind. Is there an automatic media changer (autochanger) to load/unload new media as required? If the answer is yes (such as the case for a cassette-based system with a stacker mechanism), the considerations then posed are how many units can be handled automatically, and will there be a gap or other discontinuity in the recording to allow for automatic media changing? If so, is adequate warning given the dictator? Another important consideration for discrete media central systems provided with an automatic changer is whether backspace/review capability is provided across the physical media boundary to a previous ➤



Olympia DG501 Mini-Cassette Portable

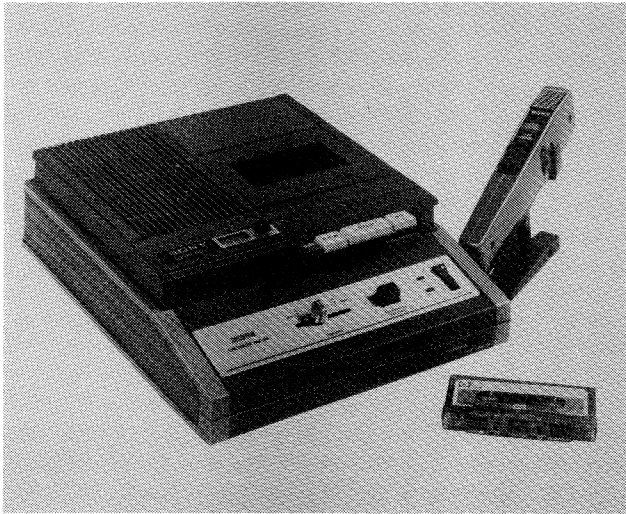


Stenocord Mini-Cassette 79 Dictator/Transcriber & 90/L Portable

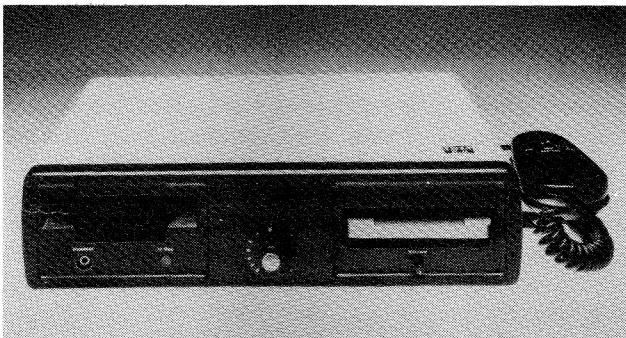


Lanier MS-60 Microcassette Portable

## Dictation Equipment & Systems



Sony BM-20 Cassette Dictator



IBM 281 6:5 Cartridge Disc Recorder/Transcriber



Hermes Compur 380 Mini-Cassette Dictator & Telephone Answerer

▷ discrete unit. For discrete media systems where no automatic changer is provided (such as the case for belt-type systems), the length of unattended recording will be sharply limited, thus affecting the nature of the applications for which the system is best suited. An important advantage of discrete media central recording systems is that the media can easily be distributed in convenient modular increments to numerous typists, providing the ability to have more than one typist proceed concurrently on a single dictator's input and producing the shortest turnaround time possible.

The use of a non-removable endless loop in a central system characteristically implies a clean method of operating the equipment. It also implies the need for some form of supervisor/monitoring/control system which may be expensive. This supervisory equipment must be used to level or adjust the dictation workload between two or more dictation/transcription units since the non-removable (non-transferrable) nature of the medium requires dictated words to remain physically associated with a specific piece of equipment until transcribed. This leads to one of the major drawbacks of an endless loop system — only one typist can normally be assigned to a recorder at a time.

The equipment used for supervisory purposes can consist of strip chart tracings (showing who dictated for how long, onto which medium, and at what time, while subsequent analysis at time of job completion can reveal turnaround time); gauges showing quantities of dictation in minutes that have accumulated on a given medium; and patch cords or routing units that can be used to level the workload by redirecting the flow of words, and also prevent material from piling up in one unit and creating a long turnaround time.

A recent innovation by Lanier on their Tel-Edisette C cassette-changing central system provides for complete status monitoring of workloads. Each cassette is cued for subsequent logging on a microprocessor-controlled CRT display monitor terminal. This supervisory terminal keeps track of (and displays) all work recorded, work transcribed, workload by dictator, workload by transcriptionist, priority work, etc., and will issue summary reports on system activities.

Other important considerations in non-removable media central systems are the availability of a means to interface the central system with discrete media from desktop, handheld, or other central systems either as part of an overall system configuration; and the ability to distribute work among different typists. It should be noted at this point that for central systems with non-removable endless loop media, the entire compartment containing the media can generally be removed in case the unit requires factory servicing. In this case, the media compartment can be thought of as a sort of huge, unwieldy cartridge, removable in case of need. Thus, an old wives tale sometimes heard during competitive field situations to the effect that the entire media with its un-transcribed contents must accompany a piece of malfunctioning



## Dictation Equipment & Systems

- endless loop equipment to the repair shop should be laid to rest.

For desktop dictation units, equipment type may be referenced as "dictator" (dictation-only) or "transcriber" (transcription-only) or both dictator and transcriber (combination dictation/transcription models). The dictation-only system normally includes a microphone, and provides facilities for recording and editing by the dictator or word originator. The transcription-only system normally includes a foot or typewriter control and listening device for use by the transcriber or secretary, and does not make provisions for recording. The transcription/dictation system is a dual purpose unit that can be used either by the word originator or the secretary. For central dictation systems, the transcriber models and dictation station models that can be used with the central system are also enumerated.

Physical dimensions become a major consideration in selecting portable/handheld units. Some portable units are about the size of a package of cigarettes, while others are cigar box-sized and differ from comparable desktop models only by having battery-power capability. Central systems, on the other hand, must have a number of cable-connected or phone-linked individual components, each with its own size and weight considerations. In non-removable media central systems, it is common practice for the dictator's unit and/or secretary's unit to be quite small and unobtrusive since most of the recording electronics, mechanical equipment, and the media itself can be centralized in a "black box" concealed beneath the secretary's desk or in a closet. For other central systems where discrete media handling is required, the secretary normally performs that chore, and the main unit must therefore be up front and accessible to the secretary at all times.

### RECORDING MEDIUM & TIMES

The type of medium employed in dictation equipment can be standard, "C" type, Philips cassettes; Philips-designed mini-cassettes; a variety of special cassettes unique to a particular manufacturer/model line; magnetic belts; inscribed plastic "visible" belts; tape reels; tape loops; or magnetic discs — a new media recently introduced by IBM for their 6:5 Cartridge product line.

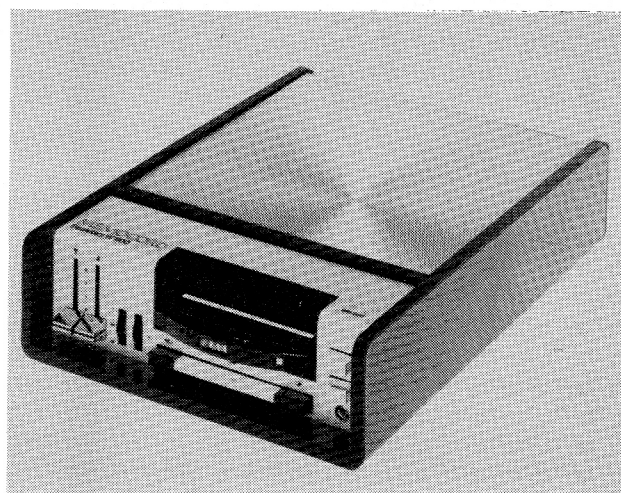
C-type cassettes come with total two-side capacities of 30- (C-30), 60- (C-60), 90- (C-90) or 120-minutes (C-120). Table entries usually denote the per-side rather than the per-cassette capacities, and are standardized on one side (30-minutes) of a C-60 type cassette. Lower or higher capacity cassettes may also be employed on standard cassette dictation units, and on some "special" cassette models. Note, however, that no more than a total of 90 minutes (or 45 minutes per side) of dictation are recommended for single, discrete media. This is due to the delay in getting dictated words into the hands (or ears) of the secretary, and because longer lengths require tape thicknesses too thin to withstand the start/stop motion characteristic to dictation.



Sony BM-25 Cassette Transcriber

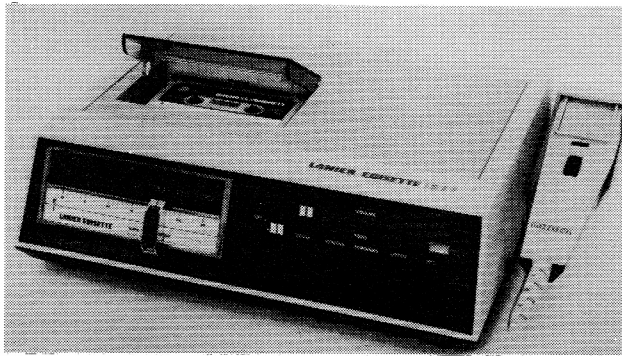


Norelco LFH 0096 Mini-Cassette Dictator



Memocord Secretary W1100 Special Cassette Transcriber

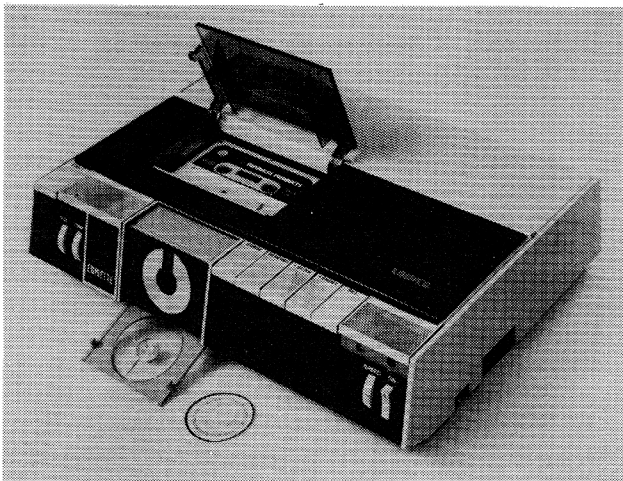
## Dictation Equipment & Systems



Lanier Edisette 1977 Cassette Dictator



Norelco LFH 0098 Executive Mini-Cassette Dictator



Lanier Edisette VIP Cassette Transcriber

### ▷ TAPE SPEED

Normal forward, fast forward, and reverse speeds are given in inches per second. The ratio between the normal forward and fast forward or reverse speeds ranges from about 6:1 to as high as 24:1 or more. For belt systems where the dictation is recorded in a continuous spiral over the belt surface, an "incremental review" capability is provided to hop from one track to the next. The significance of speed is largely in the editing process where either the dictator or the transcriber can search for a specific segment of dictation on the media. If no high speed search capability is present, then the editing or reviewing of dictation may be a tedious process.

### CONFIGURATION

For desktop dictators or transcribers, significant features include the availability of foot and/or typebar controls; microphones; compatibility (media-wise) with a central system, a portable recorder or another desktop unit; operator controls; and dictation indicators (index strips, cue tones, etc.).

For portable units, the main configuration criteria (aside from weight and size) are the availability of either a carrying strap loop (affixed to one corner of the unit) or grip (affixed to two corners), as well as the availability of accessories such as a carrying case, external microphone, earphone, telephone pickup, etc. All of the portables listed have an internal microphone, but it is also of interest (for reasons of sound fidelity) to determine if a separate speaker is employed for playback.

It is with central dictation systems that the greatest range of configuration options exist. One of the most significant parameters used to describe a central system is the maximum number of dictating stations supported. This can range from as few as one to an unlimited number. For multiple access paths (i.e. more than one station supported) some sort of selector mechanism will be provided so that the first dictator "busies out" the system to other dictators until the end of the dictation. Another important parameter to consider when examining a central system is the *Hookup* means. A variety of methods are available, including private/direct wire that is installed by the dictation equipment vendor or a private contractor entirely on the customer's premises (private wire systems are generally not permitted to cross over the public domain such as a public street, etc.). Dial systems, where a DCT or DCK option leased from the phone company for the PBX (Private branch exchange) adds an internal trunk to the switchboard for full dictator access/control from the customer side of the switchboard, or a phone company RDL option on the PBX adds an external capability for (limited) outside dial access to a dictation unit or automatic answering device. Touchtone where a TTD option leased from the phone company on the PBX permits internal access with full operator control, or an RDMZR option (including an RMS touch tone decoder) permits both outside and inside access to the central



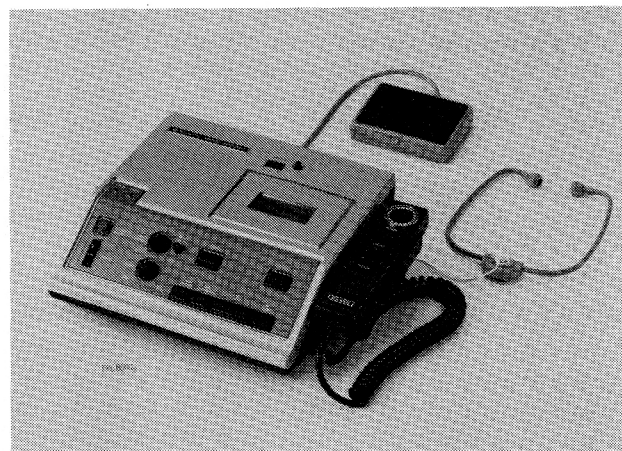
## Dictation Equipment & Systems

system with full operator control. Some of the above telephone interface equipment may also be available for purchase directly from the dictation equipment vendor.

(Note that requirements for the so called "protective", extra-cost, phone company supplied, special interface hardware have been successfully challenged. A recent FCC decision eliminates such hardware requirements, but is still pending due to telephone company appeals in the courts.)

It is important to note that the outside dial telephone access is not able to provide full operator control over contemporary recording units. A record-only mode is provided with no rewind/playback capability for editing. On some other systems with voice-activation capability, the absence of speech over the line will cause the unit to cease recording until speech resumes. Some systems, however, provide a separate beep-tone box that can be placed near the telephone mouthpiece to send touch tone signals to the central unit, thus restoring the ability for full remote control to a dial phone network accessing a touch tone type central recorder. The reason that dial phones cannot control more than simple on-off action from an external line is directly related to line noise. The dial action generates a series of clicks. A dial signal is often similar and sometimes identical to electrical static introduced on the line. It is easy to see that spurious codes or code alterations would all too often be produced by static if dial clicks were used to activate precise control functions. Touchtone phones, on the other hand, use a variety of audio frequencies to control the recording functions, and these frequencies are not liable to be generated accidentally. Thus, an operator using a touchtone phone and suitable equipment is able to exercise full control over the dictation system. However, a touchtone phone system that does not transmit the tones (only simulates true touchtone capability) actually uses click dialing signals, and cannot provide full remote access. The user can check this by listening through the earpiece as he punches the touchtone buttons. If he hears the tones, the phone is operating with full true touch capability; if no tones are heard, the system cannot be used to exercise full remote control over a dictation system.

Other central system configuration considerations include the availability of an automatic answer capability, whether the transcription stations are switchable to various central units (if so, how many?) and whether the dictation stations are switchable to various central units (if so, how many?). It is also important to know whether there are interfaces to other recording media to allow the use of portable or individual desktop units in conjunction with the central equipment. Ordinarily the interface allows other types of media to be fed into the central unit as input to the transcription process. Another feature of interest is an intercom capability that allows live communication between the secretary and the dictator over the remote input lines for instruction, clarification, questions, etc. A few desktop units also offer intercom for dictator to secretary communications.



**Sanyo TRC8000 Cassette Recorder/Transcriber**

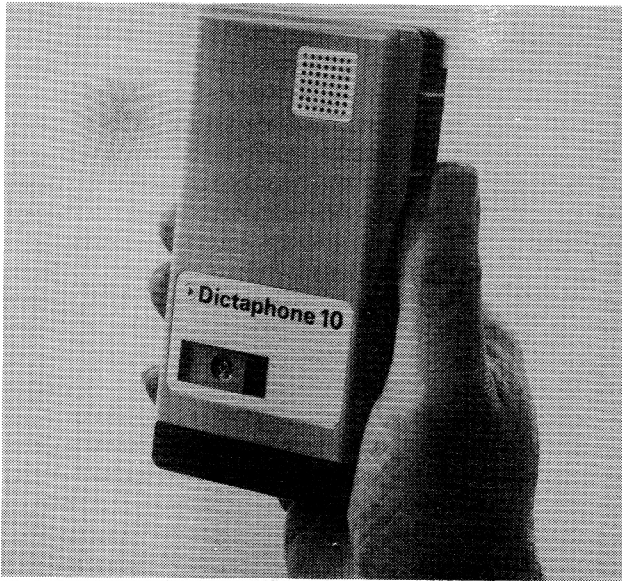


**Sony BM-35 Mini-Cassette Transcriber**



**Dictran Doro 702 Cassette Transcriber/Dictator**

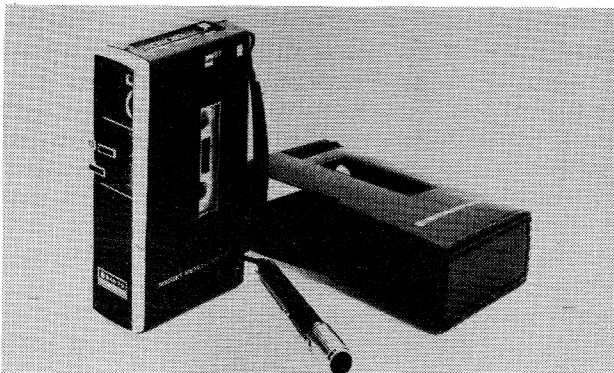
## Dictation Equipment & Systems



Dictaphone 10 Mini-Cassette Portable



Lanier VIP/C Cassette Portable



Sanyo TRC 1100 Cassette Portable

➤ The availability of two-way telephone recording (via induction, direct connection, or a telephone beeper box) indicates that a means is provided by the dictation vendor to record both the call and answer speech on a telephone line. Numerous types of pick-up microphones are available off-the-shelf in local hi-fi and electronics specialty shops to handle this function, and there is generally no problem in making this type of recording if a microphone jack is built into the dictation unit. As useful as this facility can be under certain circumstances, most vendors in the post Watergate era are hesitant about advertising telephone pickup capability, and encourage the user to check local telephone regulations carefully before using this equipment. Note that direct connection or telephone beeper boxes are what are commonly called "taps" (albeit on one's own telephone), and they must be installed by the telephone company. The induction technique is based upon the use of a coil or suction cup microphone, and can be put in place by the user on his own telephone. If telephone recording is a must, one manufacturer (Hermes Products) even offers a desktop unit with a built-in telephone answering capability.

For dictation units with a handheld microphone connection, the number of controls on the microphone generally relate to how fully featured the system is. Top-of-the-line units often have many controls including start/stop, playback, erase, end-of-letter and secretarial instruction. The end-of-letter marker button either places an audible tone on the tape (in the sound track used for dictation or on a special separate track) that can be searched for at fast forward speed, or makes a visual mark on an index strip for manual/automatic access by the typist. In some units during playback the system will automatically stop at this point, thus providing the dictator with a simple and effective means of identifying the beginning or end of a letter, marking a key point in conjunction with a message to the secretary, etc.

Other methods of marking a specific point on the media or dictation measurement include index strips, paper program discs, and various counters. Index strips are slips of paper that are inserted in a slot on the machine, graduated into increments corresponding to the length of the media. Note that index strips generally cannot be used with non-removable media systems, and are employed with discrete or removable media equipment. As the media is recorded, an inked needle travels across the index strip without touching it. When the index button is pressed, a visible mark is made on the index strip that can be used as a reference point in subsequent written or dictated instructions. After concluding dictation, the index strip is removed by the dictator and sent with the recorded media and any written instructions to the transcriber. When the tape is played back by the secretary, the index strip is inserted in the machine and points to the places on tape where comments apply. Another use for the index strip when kept physically with the medium is to identify the recording.

A prime use of the index strip has historically been to transmit secretarial instructions from the dictator. In



## Dictation Equipment &amp; Systems

conjunction with an end-of-letter mark, the index strip gives the typist an advance indication of letter length to help center the letter on the page. Because the rate of dictation varies from about 75 to 150 words per minute, the true length of the dictation is not really shown. Modern word processing using automatic typing makes concern with framing the letter much less important, since final typing will be done automatically after the operator knows exactly from the rough, typed draft just how long the letter will be.

Digital counters built into the dictating equipment also can identify a specific point on discrete recording medium. By setting the counter to zero, readings can be noted to locate appropriate points on the medium.

On portable units used at conferences, the digital counter can be very valuable to help the executive finalize important passages in the presentations. This especially applies when the unit is being used for electronic notetaking and the full recording will not necessarily be transcribed.

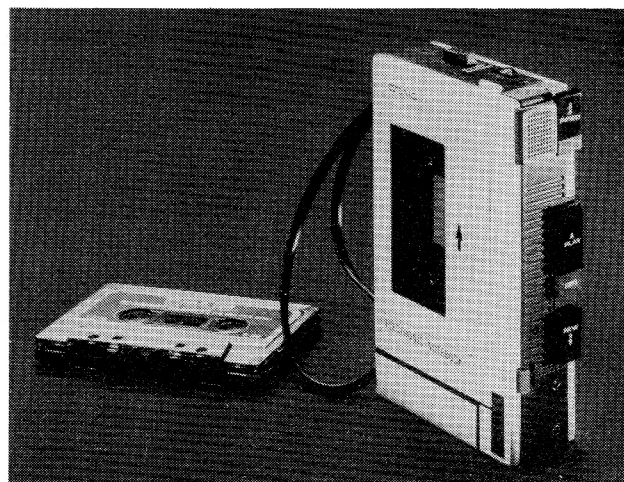
Playback tone control can be an important feature for a transcription station, helping the typist get a natural speaking tone as an aid to understanding. An even more important aid is likely to be playback speed adjust in a central or desktop unit that compensates for variations in recording speed for media prepared on a portable unit whose battery may be wearing out. In this case, playback at normal forward speed will result in speech that may be unintelligible (known in the trade as "Donald Duck" sounds).

Another important feature for transcribers is an automatic backspace that lets the typist obtain an "instant" review of the past several words after each pause during the playback process. Often this capability will have an adjustment to vary the length or increment of backup or "word recall" according to individual typist preference.

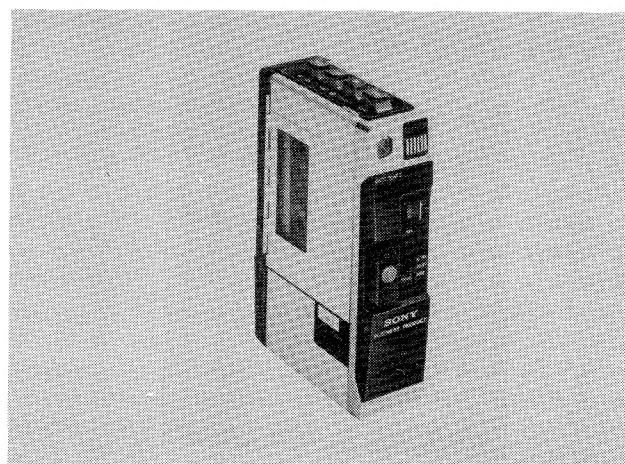
End-of-media alarm is important for discrete media systems, preventing inadvertent overflow recording on media, and the loss of part of the dictation. A similar warning should also be available for a media not loaded condition. A variety of techniques abound, including audible alarms, visible indicators, or physical equipment lockout.

For desktop units, the playback for dictator feature can be via a built-in speaker or through the microphone or handset. Most portable units also have a built-in playback speaker. Portable units may have a pause control to suspend forward tape motion during dictation or playback without shutting the unit off or switching out of the current mode. This feature is a great convenience for the dictator who otherwise would have to operate considerably more complex switches during interruptions, or when pausing to refer to other materials.

Portables offer other accessories, including carrying case, earphones, external or conference microphones, telephone ➤



Craig 2625 Electronic Notebook Cassette Portable



Sony BM-11 Cassette Portable



Dictaphone 210 Cassette Portable

## Dictation Equipment & Systems

- ▷ pickups, AC adapters or rechargeable batteries. Power sources include common "A" size penlight batteries, 9 Volt transistor-type batteries, rechargeable batteries, and/or AC adapters. Average battery or charge lifetimes are from 2 to 30 hours; many systems use an indicator light to warn users of faulty battery.

Central systems pose a number of security considerations because the media is physically centralized (out of direct observation by the dictator), and because there may well be multiple access paths to the dictation unit (more than one dictator can record on the same medium). This is a major concern to prospective users. Fortunately, effective lockout and secrecy procedures are available. Lockout is privacy from eavesdropping/interference during dictation, while secrecy is privacy from unauthorized review of prior dictation. Note that various vendors use different terms to

refer to these types of security, and care must be taken to avoid confusion. Some protection schemes rely heavily upon human factors, while others use inaudible recorded tones or other special recording techniques in an almost fully automatic manner to protect the privacy of dictation.

### PRICING AND AVAILABILITY

The comparison table entries under pricing and availability are generally self-explanatory. Many of the systems are sold by dealers rather than directly by the manufacturer, resulting in what may be a wide range of availability, prices, and support services across the nation. In any instance where a non-manufacturer sales organization represents the equipment careful investigation must be done by the user to determine the extent of support available locally. □



## Dictation Equipment & Systems Vendors

*Centrac Corporation*  
850 Third Avenue  
New York, NY 10022 (212) 371-6644

*Compur - See Hermes Products*

*Courierport*  
82-39 164th Street  
Jamaica, NY 11431 (212) 380-4945

*Craig Corporation*  
921 West Artesia Boulevard  
Compton, CA 90220 (213) 537-1233

*DeJure-Amsco*  
Business Equipment Division  
Northern Boulevard at 45th Street  
Long Island City, NY 11101 (212) 361-8200

*DeJure-Grundig - See DeJur-Amsco*

*Dictaphone Corporation*  
120 Old Post Road  
Rye, NY 10580 (914) 967-7300

*Dictran International Corporation*  
467 Forbes Boulevard  
South San Francisco, CA 94080 (415) 871-0700

*Duro - See Dictran International*

*Hi-Card - See Karl Heitz, Inc.*

*Gray - See Lanier Business Products*

*Grundig - See DeJur-Amsco*

*Karl Heitz, Inc.*  
979 Third Avenue  
New York, NY 10022 (212) 421-5220

*Hermes Products, Inc.*  
1900 Lower Road  
Linden, NJ 07036 (201) 574-0300

*IBM/Office Products Division*  
Parson's Pond Drive  
Franklin Lakes, NJ 07417 (201) 848-1900

*Lanier Business Products*  
An Oxford Industry  
1700 Chantilly Drive, N.E.  
Atlanta, GA 30324 (404) 321-0911

*Lexicon*  
60 Turner Street  
Waltham, MA 02154 (617) 891-6790

*Memocord*  
P.O. Box 252  
Englewood, NJ 07631 (201) 567-5200

*Norelco*  
Philips Business Systems  
175 Froelich Farm Boulevard  
Woodbury, NY 11797 (516) 921-9310

*Philips - See Norelco*

*Sanyo Electric, Ltd.*  
51 Joseph Street  
Moonachie, NJ 07074 (201) 641-2333

*Sony Corporation of America*  
Business Products Division  
9 West 57th Street  
New York, NY 10019 (212) 371-5800

*Stenocord Dictation Systems*  
726 South Mateo Street  
Los Angeles, CA 90021 (213) 656-5696

*Uher of America, Inc.*  
621 South Hindry Avenue  
Inglewood, CA 90301 (213) 649-3272 □





## Central Dictation Systems

| COMPANY                  | Centrac                                                                                                                             | Centrac                                                                                                                                                                                     | Centrac                                                                                                                                                                                       |  |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| MODEL                    | Duo-Matic 1000                                                                                                                      | Duo-Matic 2000                                                                                                                                                                              | Duo-Matic 3000                                                                                                                                                                                |  |
| SYSTEM TYPE              | Non-removable endless mag tape loop tank                                                                                            | Non-removable endless mag tape loop tank                                                                                                                                                    | Non-removable endless mag tape loop tank                                                                                                                                                      |  |
| MAX RECORD TIME          | 60 minutes*                                                                                                                         | 180 minutes (total)*                                                                                                                                                                        | 330 minutes (total)*                                                                                                                                                                          |  |
| RECORDING SPEED          |                                                                                                                                     |                                                                                                                                                                                             |                                                                                                                                                                                               |  |
| Normal Forward           | 15/16 inches/second                                                                                                                 | 15/16 inches/second                                                                                                                                                                         | 15/16 inches/second                                                                                                                                                                           |  |
| Fast Forward             | —                                                                                                                                   | —                                                                                                                                                                                           | —                                                                                                                                                                                             |  |
| Reverse                  | 4.7 inches/second                                                                                                                   | 4.7 inches/second                                                                                                                                                                           | 4.7 inches/second                                                                                                                                                                             |  |
| CONFIGURATION            |                                                                                                                                     |                                                                                                                                                                                             |                                                                                                                                                                                               |  |
| Max Dictation Stations   | Unlimited                                                                                                                           | Unlimited                                                                                                                                                                                   | Unlimited                                                                                                                                                                                     |  |
| Hookup                   | Direct wire                                                                                                                         | Direct wire                                                                                                                                                                                 | Direct wire                                                                                                                                                                                   |  |
| Station-Switched         | Dial/touch tone tel                                                                                                                 | Dial/touch tone tel                                                                                                                                                                         | Dial/touch tone tel                                                                                                                                                                           |  |
| Recorders/Tanks          | 2-/5-chan. (dictate)**                                                                                                              | 2-/5-chan. (dictate)**                                                                                                                                                                      | 2-/5-chan. (dictate)**                                                                                                                                                                        |  |
| Dictation Inputs         | 2-/4-chan. (transcrb)**                                                                                                             | 2-/4-chan. (transcrb)**                                                                                                                                                                     | 2-/4-chan. (transcrb)**                                                                                                                                                                       |  |
|                          | Handsets (desk/wall)                                                                                                                | Handsets (desk/wall)                                                                                                                                                                        | Handsets (desk/wall)                                                                                                                                                                          |  |
|                          | Dial/touch tone tel                                                                                                                 | Dial/touch tone tel                                                                                                                                                                         | Dial/touch tone tel                                                                                                                                                                           |  |
| FEATURES                 |                                                                                                                                     |                                                                                                                                                                                             |                                                                                                                                                                                               |  |
| Media Interface          | None                                                                                                                                | None                                                                                                                                                                                        | None                                                                                                                                                                                          |  |
| Two-Way Tel Recording    | —                                                                                                                                   | —                                                                                                                                                                                           | —                                                                                                                                                                                             |  |
| End-Of-Letter Indicator  | None                                                                                                                                | None                                                                                                                                                                                        | None                                                                                                                                                                                          |  |
| End-Of-Media Indicator   | None                                                                                                                                | None                                                                                                                                                                                        | None                                                                                                                                                                                          |  |
| Dictation Measurement    | Dictation stored on tape (status-only)                                                                                              | Dictation stored on tape (status-only)                                                                                                                                                      | Dictation stored on tape (status-only)                                                                                                                                                        |  |
| Intercom Operation       | None                                                                                                                                | None                                                                                                                                                                                        | None                                                                                                                                                                                          |  |
| SECURITY                 |                                                                                                                                     |                                                                                                                                                                                             |                                                                                                                                                                                               |  |
| Lockout                  | Standard                                                                                                                            | Standard                                                                                                                                                                                    | Standard                                                                                                                                                                                      |  |
| Security                 | Option                                                                                                                              | Option                                                                                                                                                                                      | Option                                                                                                                                                                                        |  |
| PRICING                  |                                                                                                                                     |                                                                                                                                                                                             |                                                                                                                                                                                               |  |
| Central Station/Recorder | \$660 to \$1,180                                                                                                                    | \$1,275 to \$1,795                                                                                                                                                                          | \$1,695 to \$2,215                                                                                                                                                                            |  |
| Dictation Station        | \$145 (1-channel)<br>\$165 (2-channel)<br>\$189 (5-channel)                                                                         | \$145 (1-channel)<br>\$165 (2-channel)<br>\$189 (5-channel)                                                                                                                                 | \$145 (1-channel)<br>\$165 (2-channel)<br>\$189 (5-channel)                                                                                                                                   |  |
| Transcription Station    | \$140 (1-channel)<br>\$159 (2-channel)<br>\$195 (4-channel)                                                                         | \$140 (1-channel)<br>\$159 (2-channel)<br>\$195 (4-channel)                                                                                                                                 | \$140 (1-channel)<br>\$159 (2-channel)<br>\$195 (4-channel)                                                                                                                                   |  |
| Media Price              | N/A                                                                                                                                 | N/A                                                                                                                                                                                         | N/A                                                                                                                                                                                           |  |
| Servicing                | Mfrgr. & dealer                                                                                                                     | Mfrgr. & dealer                                                                                                                                                                             | Mfrgr. & dealer                                                                                                                                                                               |  |
| Warranty                 | —                                                                                                                                   | —                                                                                                                                                                                           | —                                                                                                                                                                                             |  |
| First Delivery           | Summer 1975                                                                                                                         | Summer 1975                                                                                                                                                                                 | Summer 1975                                                                                                                                                                                   |  |
| REMARKS &                | *May be configured w. other Duo-Matic tanks for higher capacities.<br>**Tape channels or Duo-Matic tanks.<br>See Report S15-283-101 | *120-min. primary & 60-min secondary tape channels; may also be configured w. other Duo-Matic tanks for higher capacities.<br>**Tape channels or Duo-Matic tanks.<br>See Report S15-283-101 | *180-min. primary & 150-min. secondary tape channels; may also be configured w. other Duo-Matic tanks for higher capacities.<br>**Tape channels or Duo-Matic tanks.<br>See Report S15-283-101 |  |

## Central Dictation Systems

| COMPANY                          | Dictaphone                                                                                | Dictaphone                                                                                | Dictaphone                                                                                                                                     | Dictran                          |
|----------------------------------|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| MODEL                            | 1915 (Series 190)                                                                         | 1918 (Series 190)                                                                         | 1930 (Series 190)                                                                                                                              | Doro 320                         |
| SYSTEM TYPE                      | Non-removable endless mag tape loop tank                                                  | Non-removable endless mag tape loop tank                                                  | Non-removable endless mag tape loop tank                                                                                                       | Discrete removable cassette      |
| MAX RECORD TIME                  | 60 minutes*                                                                               | 60 minutes*                                                                               | 180 minutes*                                                                                                                                   | 30 minutes                       |
| RECORDING SPEED                  |                                                                                           |                                                                                           |                                                                                                                                                |                                  |
| Normal Forward                   | 0.94 inches/second                                                                        | 0.94 inches/second                                                                        | 0.94 inches/second                                                                                                                             | 1,875 inches/second              |
| Fast Forward                     | None                                                                                      | None                                                                                      | 9.4 inches/second                                                                                                                              | 30 inches/second                 |
| Reverse                          | 5.6 inches/second                                                                         | 5.6 inches/second                                                                         | 9.4 inches/second                                                                                                                              | 30 inches/second                 |
| CONFIGURATION                    |                                                                                           |                                                                                           |                                                                                                                                                |                                  |
| Max Dictation Stations           | 6 to unlimited                                                                            | 6 to unlimited                                                                            | Unlimited                                                                                                                                      | —                                |
| Hookup                           | Direct wire                                                                               | Direct wire                                                                               | Direct wire                                                                                                                                    | Dial                             |
| Station-Switched Recorders/Tanks | 3-tank (dictate station)                                                                  | 3-tank (dictate station)                                                                  | Dial/touch tone tel 2-/3-/6-tank (wired dictate station)**                                                                                     | —                                |
| Dictation Inputs                 | Handset<br>Hand microphone<br>Hand-free microphone                                        | Handset<br>Hand microphone<br>Hand-free microphone                                        | Handset<br>Dial/touch tone tel                                                                                                                 | N/A<br>Dial/touch tone tel       |
| FEATURES                         |                                                                                           |                                                                                           |                                                                                                                                                |                                  |
| Media Interface                  | Cassette & mini-cassette                                                                  | Cassette & mini-cassette                                                                  | Cassette & min-cassette<br>Magnetic & visible belt                                                                                             | N/A                              |
| Two-Way Tel Recording            | None                                                                                      | None                                                                                      | None                                                                                                                                           | Standard                         |
| End-Of-Letter Indicator          | None                                                                                      | None                                                                                      | Console display                                                                                                                                | Audible tone                     |
| End-Of-Media Indicator           | Audible tone                                                                              | Audible tone                                                                              | Audible tone                                                                                                                                   | Audible tone                     |
| Dictation Measurement            | None                                                                                      | Console display                                                                           | Console graph                                                                                                                                  | Tape Indicator                   |
| Intercom Operation               | None                                                                                      | None                                                                                      | Standard                                                                                                                                       | Standard                         |
| SECURITY                         |                                                                                           |                                                                                           |                                                                                                                                                |                                  |
| Lockout                          | Standard                                                                                  | Standard                                                                                  | Standard                                                                                                                                       | Standard                         |
| Secrecy                          | None                                                                                      | None                                                                                      | Standard                                                                                                                                       | Standard                         |
| PRICING                          |                                                                                           |                                                                                           |                                                                                                                                                |                                  |
| Central Station/Recorder         | \$700 (tank)                                                                              | \$750 (tank)                                                                              | \$1,695 (tank)                                                                                                                                 | \$995                            |
| Dictation Station                | \$175 (1-tank handset)<br>\$235 (3-tank handset)                                          | \$175 (1-tank handset)<br>\$235 (3-tank handset)                                          | \$195 (2-tank handset)<br>\$275 (3-tank handset)<br>\$325 (6-tank handset)                                                                     | Telco rates                      |
| Transcription Station            | \$175                                                                                     | \$175                                                                                     | \$230 to \$325                                                                                                                                 | \$25 to \$395                    |
| Media Price Servicing            | N/A<br>800 field sites<br>\$64/yr. (tank); \$9 to \$37/yr. (stations)                     | N/A<br>800 field sites<br>\$72/yr. (tank); \$9 to \$37/yr. (stations)                     | N/A<br>800 field sites<br>\$130/yr. (tank); \$9 to \$31/yr. (stations)                                                                         | —<br>Mfgr. & dealer              |
| Warranty First Delivery          | 90 days parts & labor<br>September 1972                                                   | 90 days parts & labor<br>September 1972                                                   | 90 days parts & labor<br>January 1975                                                                                                          | 1-yr. parts/90-day labor<br>1974 |
| REMARKS & OTHER FEATURES         | *May be configured w. other tanks for higher capacities.<br><i>See Report S15-379-201</i> | *May be configured w. other tanks for higher capacities.<br><i>See Report S15-379-201</i> | *May be configured w. other tanks for higher capacities. **2-tank selection for dial/touch tone tel stations.<br><i>See Report S15-379-301</i> |                                  |

## Central Dictation Systems

| COMPANY                     | IBM                                                                                                                                                                                                                                                              | IBM                                                                                                                                                                                                                                                                                        | IBM                                                                                                                                                                                                                                                                                                          | Lanier                                                                                                                           |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| MODEL                       | 6:5 283/285<br>(direct wire)                                                                                                                                                                                                                                     | 6:5 281/287<br>(local/on-site & remote)                                                                                                                                                                                                                                                    | 6:5 281/288<br>(local)                                                                                                                                                                                                                                                                                       | Action Line System                                                                                                               |
| SYSTEM TYPE                 | Discrete removable mag<br>disc autochanger*                                                                                                                                                                                                                      | Discrete removable mag<br>disc autochanger*                                                                                                                                                                                                                                                | Discrete removable mag<br>disc*                                                                                                                                                                                                                                                                              | Discrete removable<br>cassette                                                                                                   |
| MAX RECORD TIME             | 300 minutes*                                                                                                                                                                                                                                                     | 300 minutes*                                                                                                                                                                                                                                                                               | 300 minutes*                                                                                                                                                                                                                                                                                                 | 30 minutes                                                                                                                       |
| RECORDING SPEED             |                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                              |                                                                                                                                  |
| Normal Forward              | 1 inch/second                                                                                                                                                                                                                                                    | 1 inch/second                                                                                                                                                                                                                                                                              | 1 inch/second                                                                                                                                                                                                                                                                                                | 1,875 inches/second                                                                                                              |
| Fast Forward                | None                                                                                                                                                                                                                                                             | None                                                                                                                                                                                                                                                                                       | None                                                                                                                                                                                                                                                                                                         | 15 inches/second                                                                                                                 |
| Reverse                     | 5 inches/second**                                                                                                                                                                                                                                                | 5 inches/second**                                                                                                                                                                                                                                                                          | 5 inches/second**                                                                                                                                                                                                                                                                                            | 15 inches/second                                                                                                                 |
| CONFIGURATION               |                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                              |                                                                                                                                  |
| Max Dictation Stations      | 4 or 8                                                                                                                                                                                                                                                           | Unlimited                                                                                                                                                                                                                                                                                  | Unlimited                                                                                                                                                                                                                                                                                                    | 3                                                                                                                                |
| Backup                      | Direct wire                                                                                                                                                                                                                                                      | Local/off-site                                                                                                                                                                                                                                                                             | On-site/off-site                                                                                                                                                                                                                                                                                             | Direct wire                                                                                                                      |
| Station-Switched            | 2-recorder (dictate<br>station)                                                                                                                                                                                                                                  | Touch tone tel                                                                                                                                                                                                                                                                             | Dial                                                                                                                                                                                                                                                                                                         | None                                                                                                                             |
| Recorders/Tanks             | Hand microphone                                                                                                                                                                                                                                                  | None                                                                                                                                                                                                                                                                                       | None                                                                                                                                                                                                                                                                                                         | None                                                                                                                             |
| Dictation Inputs            |                                                                                                                                                                                                                                                                  | Touch tone handset                                                                                                                                                                                                                                                                         | Dial                                                                                                                                                                                                                                                                                                         | Hand microphone                                                                                                                  |
| FEATURES                    |                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                              |                                                                                                                                  |
| Media Interface             | None                                                                                                                                                                                                                                                             | None                                                                                                                                                                                                                                                                                       | None                                                                                                                                                                                                                                                                                                         | None                                                                                                                             |
| Two-Way Tel Recording       | None                                                                                                                                                                                                                                                             | None                                                                                                                                                                                                                                                                                       | None                                                                                                                                                                                                                                                                                                         | None                                                                                                                             |
| End-Of-Letter Indicator     | None***                                                                                                                                                                                                                                                          | None***                                                                                                                                                                                                                                                                                    | None***                                                                                                                                                                                                                                                                                                      | Index strip                                                                                                                      |
| End-Of-Media Indicator      | Audible tone                                                                                                                                                                                                                                                     | Audible tone                                                                                                                                                                                                                                                                               | Audible tone                                                                                                                                                                                                                                                                                                 | Audible tone                                                                                                                     |
| Dictation Measurement       | Recorder bar                                                                                                                                                                                                                                                     | Recorder bar                                                                                                                                                                                                                                                                               | Recorder bar                                                                                                                                                                                                                                                                                                 | None                                                                                                                             |
| Intercom Operation          | None                                                                                                                                                                                                                                                             | Optional                                                                                                                                                                                                                                                                                   | Optional                                                                                                                                                                                                                                                                                                     | Standard                                                                                                                         |
| SECURITY                    |                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                              |                                                                                                                                  |
| Lockout                     | Standard                                                                                                                                                                                                                                                         | Standard                                                                                                                                                                                                                                                                                   | Standard                                                                                                                                                                                                                                                                                                     | None                                                                                                                             |
| Security                    | Standard                                                                                                                                                                                                                                                         | Standard                                                                                                                                                                                                                                                                                   | Standard                                                                                                                                                                                                                                                                                                     | None                                                                                                                             |
| PRICING                     |                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                              |                                                                                                                                  |
| Central Station/Recorder    | \$925 or \$1,985****<br>\$43 or \$94/mo. (2½-yr.)                                                                                                                                                                                                                | \$2,600<br>\$110/mo. (2½-yr.)                                                                                                                                                                                                                                                              | \$1,500<br>\$71/mo. (2½-yr.)                                                                                                                                                                                                                                                                                 |                                                                                                                                  |
| Dictation Station           | \$130<br>\$6/mo. (2½-yr.)                                                                                                                                                                                                                                        | Telco rates                                                                                                                                                                                                                                                                                | Telco rates                                                                                                                                                                                                                                                                                                  | \$169<br>\$6.43/mo.                                                                                                              |
| Transcription Station       | \$645<br>\$30/mo. (2½-yr.)                                                                                                                                                                                                                                       | \$645<br>\$30/mo. (2½-yr.)                                                                                                                                                                                                                                                                 | \$645<br>\$30/mo. (2½-yr.)                                                                                                                                                                                                                                                                                   | \$776*<br>\$28/mo.                                                                                                               |
| Media Price                 | 40¢/mag disc                                                                                                                                                                                                                                                     | 40¢/mag disc                                                                                                                                                                                                                                                                               | 40¢/mag disc                                                                                                                                                                                                                                                                                                 | \$2.90/cassette                                                                                                                  |
| Servicing                   | Mfg.—\$62 or \$159/yr.<br>(rec.); \$4/yr. (dictate);<br>\$39/yr. (trans.)                                                                                                                                                                                        | Mfg.—\$185/yr.<br>(rec); \$39/yr. (trans.)                                                                                                                                                                                                                                                 | Mfg.—\$165/yr. (rec.);<br>\$39/yr. (trans.)                                                                                                                                                                                                                                                                  | Mfg. & dealer                                                                                                                    |
| Warranty                    | 90 days parts & labor                                                                                                                                                                                                                                            | 90 days parts & labor                                                                                                                                                                                                                                                                      | 90 days parts & labor                                                                                                                                                                                                                                                                                        | 90 days parts & labor                                                                                                            |
| First Delivery              | May 1975                                                                                                                                                                                                                                                         | May 1975                                                                                                                                                                                                                                                                                   | Fall 1975                                                                                                                                                                                                                                                                                                    | Spring 1976                                                                                                                      |
| REMARKS &<br>OTHER FEATURES | *6 minutes per disc,<br>50 discs per recorder;<br>8-station system em-<br>ploys two recorders.<br>**Review speed; auto<br>review increment of 8<br>words. ***Disc indexes<br>out of recorder.****<br>4- or 8-station system<br>prices.<br>See Report S15-491-201 | *6 minutes per disc,<br>50 discs per recorder;<br>an unlimited number of<br>autochanger recorders<br>may be configured for<br>higher system capacities.<br>**Review speed; auto<br>review increment of 8<br>words. ***Disc indexes<br>out of recorder. Message<br>Control available \$425. | *6 minutes per disc,<br>50 discs per recorder;<br>an unlimited number of<br>recorders may be con-<br>figured for higher sys-<br>tem capacity. **Review<br>speed; auto review in-<br>crement of 8 words.<br>***Disc indexes out<br>of recorder. Message<br>Control available \$425.<br>See Report S15-491-201 | *Transcription station<br>integral to recorder. This<br>system may be configured<br>as a desktop unit.<br>See Report S15-564-801 |



## Central Dictation Systems

| COMPANY                     | Lanier                                                                                                            | Lanier                                                                                           | Lanier                                                                                           | Lanier                                                                                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MODEL                       | Nexus 2000                                                                                                        | Nyematic VIP Executive                                                                           | Nyematic Deluxe                                                                                  | Tel-Edisette Model "C"                                                                                                                                                                     |
| SYSTEM TYPE                 | Non-removable endless mag tape loop                                                                               | Non-removable endless mag tape loop                                                              | Non-removable endless mag tape loop                                                              | Discrete removable cassette autochanger*                                                                                                                                                   |
| MAX RECORD TIME             | 240 minutes (total)*                                                                                              | 100 minutes*                                                                                     | 100 or 400 minutes*                                                                              | 360 minutes*                                                                                                                                                                               |
| RECORDING SPEED             |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Normal Forward              | 0.9375 inches/second                                                                                              | 1.875 inches/second                                                                              | 1.875 inches/second                                                                              | 1.875 inches/second                                                                                                                                                                        |
| Fast Forward                | 9.4 inches/second                                                                                                 | None                                                                                             | None                                                                                             | 13.13 inches/second                                                                                                                                                                        |
| Reverse                     | 9.4 inches/second                                                                                                 | 9 inches/second                                                                                  | 9 inches/second                                                                                  | 13.13 inches/second                                                                                                                                                                        |
| CONFIGURATION               |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Max Dictation Stations      | Unlimited                                                                                                         | Unlimited                                                                                        | Unlimited                                                                                        | 96 (16 recorders)                                                                                                                                                                          |
| Hookup                      | Direct wire/on-off-site/<br>Dial-touch tone                                                                       | Direct wire<br>Dial/touch tone tel                                                               | Direct wire<br>Dial/touch tone tel                                                               | Direct wire<br>Dial/touch tone tel                                                                                                                                                         |
| Station-Switched            | 1-3-/5-tank                                                                                                       | 3-/6-tank (wired dictate stations)                                                               | 3-/6-tank (wired dictate stations)                                                               | 3-/6-selector (wired dictate stations)                                                                                                                                                     |
| Recorders/Tanks             |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Dictation Inputs            | Handset<br>Dial/touch tone tel                                                                                    | Handset<br>Hand/hand-free mike<br>Dial/touch tone tel                                            | Handset<br>Hand/hand-free mike<br>Dial/touch tone tel                                            | Handset<br>Hand/hand-free mike<br>Dial/touch tone tel                                                                                                                                      |
| FEATURES                    |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Media Interface             | Cassette & mini-cassette                                                                                          | Cassette                                                                                         | Cassette                                                                                         | Endless loop tank                                                                                                                                                                          |
| Two-Way Tel Recording       | None                                                                                                              | Direct                                                                                           | Direct                                                                                           | Direct                                                                                                                                                                                     |
| End-Of-Letter Indicator     | Index strip                                                                                                       | Priority switch                                                                                  | Priority switch                                                                                  | Audible tone                                                                                                                                                                               |
| End-Of-Media Indicator      | Console display                                                                                                   | Buzzer                                                                                           | Buzzer                                                                                           | Audible tone                                                                                                                                                                               |
| Dictation Measurement       | Console display                                                                                                   | Console counters                                                                                 | Console counters                                                                                 | Chart recorder; monitor console                                                                                                                                                            |
| Intercom Operation          | Standard                                                                                                          | None                                                                                             | Optional                                                                                         | Optional                                                                                                                                                                                   |
| SECURITY                    |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Lockout                     | Standard                                                                                                          | Standard                                                                                         | Standard                                                                                         | Standard                                                                                                                                                                                   |
| Secrecy                     | Standard                                                                                                          | Standard                                                                                         | Standard                                                                                         | Standard                                                                                                                                                                                   |
| PRICING                     |                                                                                                                   |                                                                                                  |                                                                                                  |                                                                                                                                                                                            |
| Central Station/Recorder    | \$1,895<br>\$60/mo.                                                                                               | \$820 (recorder only)<br>\$30.57/mo. (5-yr.)                                                     | \$1,365 (100 minute)<br>\$1,565 (400 minute)<br>\$44.59/mo. (5-yr.)                              | \$1,895<br>\$82.50/mo. (3-yr.)<br>\$210 (standard)<br>—(3-selector)<br>\$325 (6-selector)                                                                                                  |
| Dictation Station           | \$210 (1-channel)<br>\$— (3-channel)<br>\$325 (6-channel)                                                         | \$160 (standard)<br>\$215 (3-tank)<br>\$300 (6-tank)                                             | \$160 (standard)<br>\$215 (3-tank)<br>\$300 (6-tank)                                             |                                                                                                                                                                                            |
| Transcription Station       | \$245<br>\$8/mo.                                                                                                  | \$170<br>\$5/mo. (5-yr.)                                                                         | \$170<br>\$5/mo. (5-yr.)                                                                         | See Lanier Edisette VIP<br>Desk Top Tables                                                                                                                                                 |
| Media Price                 | N/A                                                                                                               | N/A                                                                                              | N/A                                                                                              | \$2.90/cassette                                                                                                                                                                            |
| Servicing                   | Mfgr. & dealer                                                                                                    | Mfgr. & dealer—\$65 to<br>\$95/yr. (rec.); \$8 to<br>\$10/yr. (dic.)                             | Mfgr. & dealer—\$65 to<br>\$95/yr. (rec.); \$8 to<br>\$10/yr. (dic.)                             | Mfgr. & dealer—<br>\$150/yr. (rec.); \$8 to<br>\$10/yr. (dic.)                                                                                                                             |
| Warranty                    | —                                                                                                                 | 90 days                                                                                          | 90 days                                                                                          | 90 days parts & labor                                                                                                                                                                      |
| First Delivery              | Spring 1976                                                                                                       | —                                                                                                | —                                                                                                | Summer 1976                                                                                                                                                                                |
| REMARKS &<br>OTHER FEATURES | *Each recorder may be programmed to a standby status at 100, 150 or 200 minutes.<br><i>See Report S15-564-301</i> | *May be configured w. other tanks for higher system capacities.<br><i>See Report S15-564-101</i> | *May be configured w. other tanks for higher system capacities.<br><i>See Report S15-564-101</i> | *30-minute (side) C-60 cassette, 12 cassette per recorders; may be configured w. other recorder for higher system capacities. CRT monitor available; logs cassettes via electronic cueing. |

## Central Dictation Systems

| Lanier                          | COMPANY                  | Memocord                                                                                               | Memocord                                                                                               | Norelco                                                                   | Norelco                                                                                    |
|---------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Model "C"                       | MODEL                    | TDS-100                                                                                                | TDS-200                                                                                                | RMS-10                                                                    | LFH-246                                                                                    |
| Removable cassette autochanger* | SYSTEM TYPE              | Discrete removable special cassette                                                                    | Discrete removable special cassette                                                                    | Discrete removable mini-cassette                                          | Discrete removable mini-cassette                                                           |
| minutes*                        | MAX RECORD TIME          | 90 minutes                                                                                             | 180 minutes                                                                                            | 15 minutes                                                                | 30 minutes*                                                                                |
| inches/second                   | RECORD SPEED             |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| inches/second                   | Normal Forward           | 2 inches/second                                                                                        | 2 inches/second                                                                                        | 1,573 inches/second                                                       | 1,573 inches/second                                                                        |
| inches/second                   | Fast Forward             | 10 inches/second                                                                                       | 10 inches/second                                                                                       | 34 inches/second                                                          | 34 inches/second                                                                           |
|                                 | Reverse                  | 10 inches/second                                                                                       | 10 inches/second                                                                                       | 34 inches/second                                                          | 34 inches/second                                                                           |
| recorders)                      | CONFIGURATION            |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| wire                            | Max Dictation Stations   | Unlimited                                                                                              | Unlimited                                                                                              | 10                                                                        | Unlimited                                                                                  |
| touch tone tel                  | Hookup                   | Direct wire                                                                                            | Direct wire                                                                                            | Direct wire                                                               | Direct wire                                                                                |
| ector (wired stations)          | Station-Switched         | Touch tone tel                                                                                         | Touch tone tel                                                                                         | Optional 2-recorder switching                                             | Dial/touch tone tel                                                                        |
| t                               | Recorders/Tanks          | —                                                                                                      | —                                                                                                      | Microphone                                                                | Automatic—3-recorders                                                                      |
| and-free mike                   | Dictation Inputs         | Touch tone tel                                                                                         | Touch tone tel                                                                                         |                                                                           | Dial/touch tone tel                                                                        |
| touch tone tel                  |                          |                                                                                                        |                                                                                                        |                                                                           | Handset                                                                                    |
| loop tank                       | FEATURES                 |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
|                                 | Media Interface          | None                                                                                                   | None                                                                                                   | None                                                                      | None                                                                                       |
| tone                            | Two-Way Tel Recording    | Direct                                                                                                 | Direct                                                                                                 | None                                                                      | None                                                                                       |
| tone                            | End-Of-Letter Indicator  | None                                                                                                   | None                                                                                                   | None                                                                      | Standard                                                                                   |
| recorder; monitor               | End-Of-Media Indicator   | Tone (dic.)/light (rec.)                                                                               | Tone (dic.)/light (rec.)                                                                               | Tone & display                                                            | Tone & display                                                                             |
|                                 | Dictation Measurement    | Cassette index scale                                                                                   | Cassette index scale                                                                                   | Index strip                                                               | Index strip                                                                                |
|                                 | Intercom Operation       | Optional                                                                                               | Optional                                                                                               | Optional                                                                  | Standard                                                                                   |
|                                 | SECURITY                 |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
|                                 | Lockout                  | Standard                                                                                               | Standard                                                                                               | Standard                                                                  | Standard                                                                                   |
|                                 | Security                 | None                                                                                                   | None                                                                                                   | None                                                                      | Standard                                                                                   |
|                                 | PRICING                  |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| mo. (3-yr.)                     | Central Station/Recorder | \$1,195*                                                                                               | \$1,830*                                                                                               | \$500                                                                     | \$1,495                                                                                    |
| standard)                       |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| selector)                       | Dictation Station        | Telco rates                                                                                            | Telco rates                                                                                            | \$125                                                                     | \$195 or Telco rates                                                                       |
| -selector)                      |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| ier Edisette VIP                | Transcription Station    | \$339*                                                                                                 | \$339                                                                                                  | \$399                                                                     | \$399 to \$549                                                                             |
| op Tables                       |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| cassette                        | Media Price              | \$3.75/\$6.50 cassette**                                                                               | \$3.75/\$6.50 cassette**                                                                               | \$3.90/mini-cassette                                                      | \$3.90/mini-cassette                                                                       |
| dealer—                         | Servicing                | Mfr. & dealer                                                                                          | Mfr. & dealer                                                                                          | Mfr. & dealer                                                             | Mfr. & dealer                                                                              |
| . (rec.); \$8 to                |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| (dic.)                          |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| parts & labor                   | Warranty                 | 90 days                                                                                                | 90 days                                                                                                | 1-yr. parts/90-day labor                                                  | 1-yr. parts/90-day labor                                                                   |
| 1976                            | First Delivery           | April 1973                                                                                             | May 1974                                                                                               | February 1974                                                             | —                                                                                          |
| ute (side) C-60                 | REMARKS &                |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| 12 cassette per                 | OTHER FEATURES           |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| s; may be con-                  |                          | *One transcriber comes w. & is included in price for recorder. **30-/70-minute special index cassette. | *One transcriber comes w. & is included in price for recorder. **30-/70-minute special index cassette. | *Central recorder may also be used as transcriber. See Report S15-685-101 | *May be configured w. other recorders for higher system capacities. See Report S15-685-101 |
| w. other recorder               |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| er system capaci-               |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| T monitor avail-                |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| s cassettes via                 |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |
| ic cueing.                      |                          |                                                                                                        |                                                                                                        |                                                                           |                                                                                            |

## Central Dictation Systems

| COMPANY                  | Norelco                                                                                                                                                                        | Sony                                                                                             | Stenocord                        |  |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|----------------------------------|--|
| MODEL                    | LFH-260                                                                                                                                                                        | RD-50/RDT-50                                                                                     | 653                              |  |
| SYSTEM TYPE              | Discrete removable mini-cassette auto-changer*                                                                                                                                 | Discrete removable cassette                                                                      | Discrete removable magnetic belt |  |
| MAX RECORD TIME          | 360 minutes*                                                                                                                                                                   | 60 minutes*                                                                                      | 12 or 24 minutes                 |  |
| RECORDING SPEED          |                                                                                                                                                                                |                                                                                                  |                                  |  |
| Normal Forward           | 1,573 inches/second                                                                                                                                                            | 1,875 inches/second                                                                              | 1,875 inches/second              |  |
| Fast Forward             | 34 inches/second                                                                                                                                                               | 39.38 inches/second                                                                              | None                             |  |
| Reverse                  | 34 inches/second                                                                                                                                                               | 39.38 inches/second                                                                              | None                             |  |
| CONFIGURATION            |                                                                                                                                                                                |                                                                                                  |                                  |  |
| Max Dictation Stations   | Unlimited                                                                                                                                                                      | Unlimited                                                                                        | Unlimited                        |  |
| Hookup                   | Direct wire                                                                                                                                                                    | Direct wire                                                                                      | Direct wire                      |  |
| Station-Switched         | Dial/touch tone tel                                                                                                                                                            | Dial/touch tone tel                                                                              | Dial                             |  |
| Recorders/Tanks          | Automatic—3-recorders                                                                                                                                                          | None                                                                                             | Automatic                        |  |
| Dictation Inputs         | Dial/touch tone tel                                                                                                                                                            | Dial/touch tone tel                                                                              | Dial                             |  |
| Handset                  | Handset                                                                                                                                                                        | Handset                                                                                          |                                  |  |
| FEATURES                 |                                                                                                                                                                                |                                                                                                  |                                  |  |
| Media Interface          | None                                                                                                                                                                           | None                                                                                             | None                             |  |
| Two-Way Tel Recording    | None                                                                                                                                                                           | None                                                                                             | Optional                         |  |
| End-Of-Letter Indicator  | Standard                                                                                                                                                                       | Standard                                                                                         | Index strip                      |  |
| End-Of-Media Indicator   | Audible tone                                                                                                                                                                   | Audible tone (dic.)                                                                              | Audible tone                     |  |
| Dictation Measurement    | Index strip                                                                                                                                                                    | Index strip                                                                                      | Index strip                      |  |
| Intercom Operation       | Standard                                                                                                                                                                       | Standard                                                                                         | Standard                         |  |
| SECURITY                 |                                                                                                                                                                                |                                                                                                  |                                  |  |
| Lockout                  | Standard                                                                                                                                                                       | Standard                                                                                         | Standard                         |  |
| Secrecy                  | Standard                                                                                                                                                                       | Standard                                                                                         | Standard                         |  |
| PRICING                  |                                                                                                                                                                                |                                                                                                  |                                  |  |
| Central Station/Recorder | \$2,295 to \$3,865                                                                                                                                                             | \$950 to \$1,450                                                                                 | \$2,200                          |  |
| Dictation Station        | \$195 or Telco rates                                                                                                                                                           | Telco rates                                                                                      | —                                |  |
| Transcription Station    | \$399 to \$549                                                                                                                                                                 | \$340 to \$465                                                                                   | \$444.50                         |  |
| Media Price              | \$3.90/mini-cassette                                                                                                                                                           | \$1.75/cassette                                                                                  | —                                |  |
| Servicing                | Mfr. & dealer—\$225/yr. (rec.); \$20/yr. (dic.)                                                                                                                                | Mfr. & dealer                                                                                    | Mfr. & dealer                    |  |
| Warranty                 | 1-yr. parts/90-day labor                                                                                                                                                       | 1-yr. parts/90-day labor                                                                         | 1-yr. parts/90-day labor         |  |
| First Delivery           | April 1975                                                                                                                                                                     | June 1974                                                                                        | 1967                             |  |
| REMARKS & OTHER FEATURES | *May be configured w. other recorders for higher system capacities; mini-cassette auto-changer recorder holds 24 cassettes plus index strips.<br><i>See Report S15-685-201</i> | *May be configured w. other tanks for higher system capacities.<br><i>See Report S15-767-101</i> |                                  |  |



## DeskTop Dictation Units

| COMPANY                          | Craig                                   | DeJur-Amsco                              | DeJur-Amsco                                                      | DeJur-Amsco                                                      |
|----------------------------------|-----------------------------------------|------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------|
| MODEL                            | 2706A                                   | Citation DEJ-30D                         | Citation DEJ-30T                                                 | Citation DEJ-31                                                  |
| UNIT TYPE                        | Dictator & Transcriber                  | Dictator                                 | Transcriber                                                      | Transcriber                                                      |
| RECORDING MEDIUM                 | Cassette                                | Cassette                                 | Cassette                                                         | Cassette                                                         |
| MAX RECORD TIME                  | 30 minutes                              | 30 minutes                               | 30 minutes                                                       | 30 minutes                                                       |
| RECORDING SPEED                  |                                         |                                          |                                                                  |                                                                  |
| Normal Forward                   | 1.875 inches/second                     | 1.875 inches/second                      | 1.875 inches/second                                              | 1.875 inches/second                                              |
| Fast Forward                     | 39.7 inches/second                      | —                                        | —                                                                | —                                                                |
| Reverse                          | 39.7 inches/second                      | —                                        | —                                                                | —                                                                |
| GENERAL FEATURES                 |                                         |                                          |                                                                  |                                                                  |
| Indexing                         | None                                    | Index strip                              | Index strip                                                      | Index strip                                                      |
| Digital Counter                  | Standard                                | None                                     | None                                                             | None                                                             |
| Cue Tones                        | None                                    | Standard w. cue stop                     | Standard w. cue stop                                             | Standard                                                         |
| Auto Backspace                   | Standard                                | Standard                                 | Standard                                                         | Standard                                                         |
| Playback Speed Adjust            | Standard                                | Standard                                 | Standard                                                         | Standard                                                         |
| Playback Tone Adjust             | None                                    | Standard                                 | Standard                                                         | Standard                                                         |
| End-Of-Media Indicator           | Audible tone                            | Buzzer                                   | Buzzer                                                           | —                                                                |
| Two-Way Tel Record               | Optional                                | Optional                                 | Optional                                                         | N/A                                                              |
| DICTATOR FEATURES                |                                         |                                          |                                                                  |                                                                  |
| Microphone Controls              | Start/Stop<br>Record<br>Backspace       | Start/Stop<br>Record<br>Backspace<br>Cue | Optional                                                         | N/A                                                              |
| Dictator Playback                | Microphone speaker                      | Microphone speaker                       | Optional                                                         | N/A                                                              |
| Remote Microphone                | Optional                                | None                                     | Optional                                                         | N/A                                                              |
| TRANSCRIBER FEATURES             |                                         |                                          |                                                                  |                                                                  |
| Foot Pedal Controls              | Start/Stop<br>Backspace                 | Optional                                 | Start/Stop                                                       | Start/Stop                                                       |
| Typewriter Console Controls      | None                                    | Optional                                 | Start/Stop (opt.)                                                | Start/Stop (opt.)                                                |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Craig 2605/2625/2629 portable recorders | DeJur-Amsco DEJ-30T/31 transcribers      | DeJur-Amsco DEJ-30D dictator; Citation DEJ-33 portable recorders | DeJur-Amsco DEJ-30D dictator; Citation DEJ-33 portable recorders |
| PHYSICAL FEATURES                |                                         |                                          |                                                                  |                                                                  |
| Weight                           | 7 1/2 lbs.                              | —                                        | —                                                                | —                                                                |
| Dimensions (H x W x D)           | 3-1/8" x 9 3/4" x 9-3/8"                | —                                        | —                                                                | —                                                                |
| PRICING                          |                                         |                                          |                                                                  |                                                                  |
| Purchase                         | \$249.95                                | \$399.50                                 | \$389.50                                                         | \$299.50                                                         |
| Rental/Lease                     | —                                       | —                                        | —                                                                | —                                                                |
| Servicing                        | Mfgr. & dealer                          | Mfgr. & dealer                           | Mfgr. & dealer                                                   | Mfgr. & dealer                                                   |
| Media Price                      | —                                       | \$3/cassette                             | \$3/cassette                                                     | —                                                                |
| Warranty                         | 1-yr. parts/90-day labor                | 1-yr. parts/90-day labor                 | 1-yr. parts/90-day labor                                         | 1-yr. parts/90-day labor                                         |
| First Delivery                   | —                                       | 1974                                     | 1974                                                             | 1974                                                             |
| REMARKS & OTHER FEATURES         |                                         |                                          |                                                                  |                                                                  |

## DeskTop Dictation Units

| COMPANY                          | DeJur-Amsco                                                | DeJur-Amsco                                                | DeJur-Amsco                                                         | DeJur-Amsco                                                         |
|----------------------------------|------------------------------------------------------------|------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------------------------|
| MODEL                            | Stenorette Executive (dictating kit)                       | Stenorette Executive (transcription kit)                   | Stenorette DeLuxe Embassy Mark V (dic.)                             | Stenorette DeLuxe Embassy Mark V (trans.)                           |
| UNIT TYPE                        | Dictator                                                   | Transcriber                                                | Dictator                                                            | Transcriber                                                         |
| RECORDING MEDIUM                 | Special cassette                                           | Special cassette                                           | Special cassette/reel                                               | Special cassette/reel                                               |
| MAX RECORD TIME                  | 30 minutes                                                 | 30 minutes                                                 | 30 or 45 minutes                                                    | 30 or 45 minutes                                                    |
| RECORDING SPEED                  |                                                            |                                                            |                                                                     |                                                                     |
| Normal Forward                   | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Fast Forward                     | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Reverse                          | —                                                          | —                                                          | —                                                                   | —                                                                   |
| GENERAL FEATURES                 |                                                            |                                                            |                                                                     |                                                                     |
| Indexing                         | Index strip                                                | Index strip                                                | —                                                                   | —                                                                   |
| Digital Counter                  | None                                                       | None                                                       | Standard                                                            | Standard                                                            |
| Cue Tones                        | Standard w. cue stop                                       | Standard w. cue stop                                       | Standard w. cue stop                                                | Standard w. cue stop                                                |
| Auto Backspace                   | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Playback Speed Adjust            | Standard                                                   | Standard                                                   | Standard                                                            | Standard                                                            |
| Playback Tone Adjust             | Standard                                                   | Standard                                                   | Standard                                                            | Standard                                                            |
| End-Of-Media Indicator           | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Two-Way Tel Record               | Optional                                                   | Optional                                                   | Optional                                                            | Optional                                                            |
| DICTATOR FEATURES                |                                                            |                                                            |                                                                     |                                                                     |
| Microphone Controls              | Start/Stop<br>Record<br>Backspace<br>Cue                   | —                                                          | Start/Stop<br>Record<br>Backspace<br>Cue                            | Optional                                                            |
| Dictator Playback                | Microphone speaker                                         | Optional                                                   | Microphone speaker                                                  | Optional                                                            |
| Remote Microphone                | Conference (opt.)                                          | Optional                                                   | Conference (opt.)                                                   | Optional                                                            |
| TRANSCRIBER FEATURES             |                                                            |                                                            |                                                                     |                                                                     |
| Foot Pedal Controls              | Optional                                                   | Start/Stop                                                 | Optional                                                            | Start/Stop                                                          |
| Typewriter Console Controls      | Optional                                                   | Start/Stop (opt.)                                          | Optional                                                            | Start/Stop                                                          |
| COMPATIBLE RE-CORDER/TRANSCRIBER | DeJur-Amsco Executive Series; Executmate portable recorder | DeJur-Amsco Executive Series; Executmate portable recorder | DeJur-Amsco Embassy Series                                          | DeJur-Amsco Embassy Series                                          |
| PHYSICAL FEATURES                |                                                            |                                                            |                                                                     |                                                                     |
| Weight                           | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Dimensions (H x W x D)           | —                                                          | —                                                          | —                                                                   | —                                                                   |
| PRICING                          |                                                            |                                                            |                                                                     |                                                                     |
| Purchase                         | \$399.50                                                   | \$389.50                                                   | \$442.50                                                            | \$439.50                                                            |
| Rental/Lease                     | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Servicing                        | Mfgr. & dealer                                             | Mfgr. & dealer                                             | Mfgr. & dealer                                                      | Mfgr. & dealer                                                      |
| Media Price                      | —                                                          | —                                                          | —                                                                   | —                                                                   |
| Warranty                         | —                                                          | —                                                          | —                                                                   | —                                                                   |
| First Delivery                   | —                                                          | —                                                          | —                                                                   | —                                                                   |
| REMARKS & OTHER FEATURES         |                                                            |                                                            | Rechargeable battery pack option allows use as brief-case portable. | Rechargeable battery pack option allows use as brief-case portable. |

## DeskTop Dictation Units

| COMPANY                              | Dictaphone                                                                                  | Dictaphone                                                                                                                                           | Dictaphone                                                                                                                                                            | Dictaphone                                                      |
|--------------------------------------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| MODEL                                | 1111/1112<br>(Dictaphone 11)                                                                | 2511/2512<br>(Series 250)                                                                                                                            | 2611/2612<br>(Series 260)                                                                                                                                             | 8111 (Series 800)                                               |
| UNIT TYPE                            | Transcriber                                                                                 | Dictator/Transcriber                                                                                                                                 | Dictator/Transcriber                                                                                                                                                  | Dictator                                                        |
| RECORDING MEDIUM                     | Mini-cassette                                                                               | Cassette                                                                                                                                             | Cassette                                                                                                                                                              | Magnetic belt                                                   |
| MAX RECORD TIME                      | 15 minutes                                                                                  | 30 minutes                                                                                                                                           | 30 minutes                                                                                                                                                            | 12 minutes                                                      |
| RECORDING SPEED                      |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Normal Forward                       | 1,875 inches/second                                                                         | 1-7/8 inches/second                                                                                                                                  | 1-7/8 inches/second                                                                                                                                                   | —                                                               |
| Fast Forward                         | 28.13 inches/second                                                                         | 38 inches/second                                                                                                                                     | 38 inches/second                                                                                                                                                      | —                                                               |
| Reverse                              | 28.13 inches/second                                                                         | 38 inches/second                                                                                                                                     | 38 inches/second                                                                                                                                                      | —                                                               |
| GENERAL FEATURES                     |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Indexing                             | None                                                                                        | Index strip                                                                                                                                          | Electronic display                                                                                                                                                    | Index strip                                                     |
| Digital Counter                      | None                                                                                        | Standard                                                                                                                                             | Standard                                                                                                                                                              | None                                                            |
| Cue Tones                            | None                                                                                        | None                                                                                                                                                 | Standard                                                                                                                                                              | None                                                            |
| Auto Backspace                       | None                                                                                        | None                                                                                                                                                 | Standard                                                                                                                                                              | None                                                            |
| Playback Speed Adjust                | Standard                                                                                    | Standard                                                                                                                                             | Standard                                                                                                                                                              | None                                                            |
| Playback Tone Adjust                 | Standard                                                                                    | Standard                                                                                                                                             | Standard                                                                                                                                                              | Standard                                                        |
| End-Of-Media Indicator               | None                                                                                        | Audible tone                                                                                                                                         | Audible tone & light                                                                                                                                                  | Audible tone                                                    |
| Two-Way Tel Record                   | None                                                                                        |                                                                                                                                                      |                                                                                                                                                                       | Option                                                          |
| DICTATOR FEATURES                    |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Microphone Controls                  | N/A                                                                                         | Start/Stop<br>Record<br>Playback<br>Erase<br>Rewind                                                                                                  | Start/Stop/Record<br>Fast Forward/Scan<br>Playback<br>Erase<br>Rewind                                                                                                 | Record<br>Backspace<br>Listen<br>Mark Letter<br>Mark Correction |
| Dictator Playback                    | N/A                                                                                         | Microphone/handset/<br>console speaker                                                                                                               | Microphone/handset/<br>console speaker                                                                                                                                | Mike & console speakers                                         |
| Remote Microphone                    | N/A                                                                                         |                                                                                                                                                      |                                                                                                                                                                       | None                                                            |
| TRANSCRIBER FEATURES                 |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Foot Pedal Controls                  | Start/Stop                                                                                  | Forward<br>Fast forward/scan<br>Rewind                                                                                                               | Forward<br>Fast forward/scan<br>Rewind                                                                                                                                | N/A                                                             |
| Typewriter Console<br>Controls       | None                                                                                        | None                                                                                                                                                 | None                                                                                                                                                                  | N/A                                                             |
| COMPATIBLE RE-<br>CORDER/TRANSCRIBER | Dictaphone 1110 portable<br>recorder; 190 Series tanks<br>thru media interface              | Dictaphone portables-<br>2100, 2200, 2201; Dicta-<br>phone desk-tops-2611/<br>2612; Dictaphone Central<br>System 193 via multi<br>media trans. panel | Dictaphone portables-<br>2100, 2200, 2201; Dicta-<br>phone desk-tops-2511/<br>2512; Dictaphone Central<br>System 193 via multi<br>media trans. panel                  | Dictaphone 8121<br>transcriber                                  |
| PHYSICAL FEATURES                    |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Weight                               | 2 lbs.                                                                                      | 7 lbs.                                                                                                                                               | 7 lbs.                                                                                                                                                                | 8 lbs.                                                          |
| Dimensions (H x W x D)               | 3 3/4" x 6" x 7"                                                                            | 3 3/4" x 11" x 9 1/2"                                                                                                                                | 3 3/4" x 11" x 9 1/2"                                                                                                                                                 | 3" x 9 3/4" x 9 3/4"                                            |
| PRICING                              |                                                                                             |                                                                                                                                                      |                                                                                                                                                                       |                                                                 |
| Purchase                             | \$395 (1111)*                                                                               | \$420*                                                                                                                                               | \$525*                                                                                                                                                                | \$600                                                           |
| Rental/Lease                         | —                                                                                           | —                                                                                                                                                    | —                                                                                                                                                                     | —                                                               |
| Servicing                            | Mfgr. & dealer                                                                              | Mfgr. & dealer                                                                                                                                       | Mfgr. & dealer                                                                                                                                                        | Mfgr. & dealer                                                  |
| Media Price                          | \$4.33/mini-cassette                                                                        | \$1.75-\$2.65/cassette                                                                                                                               | \$1.75-\$2.65/cassette                                                                                                                                                | \$1.00-\$2.20/mag belt                                          |
| Warranty                             | 90 days parts & labor                                                                       | 90 days parts & labor                                                                                                                                | 90 days parts & labor                                                                                                                                                 | 90 days parts & labor                                           |
| First Delivery                       | June 1972                                                                                   | January 1976                                                                                                                                         | January 1976                                                                                                                                                          | January 1970                                                    |
| REMARKS &<br>OTHER FEATURES          | *1112-Dual media trans-<br>criber station for System<br>191—\$395. Built-in<br>tape eraser. | *2511-\$420: dictator<br>2512-\$420: transcriber<br>2513-\$480: dictator/<br>transcriber                                                             | *2611-\$525: dictator<br>2612-\$525: transcriber<br>2613-\$585: dictator/<br>transcriber<br>Phone-in adaptor<br>Hands-free dictate<br>station<br>Choice of six colors |                                                                 |



## DeskTop Dictation Units

| COMPANY                              | Dictaphone                                                                                  | Dictaphone                                                      | Dictaphone                                                                                  | Dictaphone                                                      |
|--------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| MODEL                                | 8121 (Series 800)                                                                           | 8511 (Series 850)                                               | 8521 (Series 850)                                                                           | 8811                                                            |
| UNIT TYPE                            | Transcriber                                                                                 | Dictator                                                        | Transcriber                                                                                 | Dictator                                                        |
| RECORDING MEDIUM                     | Magnetic belt                                                                               | Plastic belt                                                    | Plastic belt                                                                                | Plastic belt                                                    |
| MAX RECORD TIME                      | 12 minutes                                                                                  | 12 minutes                                                      | 15 minutes                                                                                  | 15 minutes                                                      |
| RECORDING SPEED                      |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Normal Forward                       | —                                                                                           | —                                                               | —                                                                                           | —                                                               |
| Fast Forward                         | —                                                                                           | —                                                               | —                                                                                           | —                                                               |
| Reverse                              | —                                                                                           | —                                                               | —                                                                                           | —                                                               |
| GENERAL FEATURES                     |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Indexing                             | Index strip                                                                                 | Index strip                                                     | Index strip                                                                                 | Index strip                                                     |
| Digital Counter                      | None                                                                                        | None                                                            | None                                                                                        | None                                                            |
| Cue Tones                            | None                                                                                        | None                                                            | None                                                                                        | None                                                            |
| Auto Backspace                       | Standard                                                                                    | Standard                                                        | None                                                                                        | None                                                            |
| Playback Speed Adjust                | Standard                                                                                    | None                                                            | Standard                                                                                    | None                                                            |
| Playback Tone Adjust                 | Standard                                                                                    | Standard                                                        | Standard                                                                                    | None                                                            |
| End-Of-Media Indicator               | None                                                                                        | Audible click                                                   | None                                                                                        | Audible click                                                   |
| Two-Way Tel Record                   | None                                                                                        | Option                                                          | None                                                                                        | Option                                                          |
| DICTATOR FEATURES                    |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Microphone Controls                  | N/A                                                                                         | Record<br>Backspace<br>Listen<br>Mark Letter<br>Mark Correction | N/A                                                                                         | Record<br>Backspace<br>Listen<br>Mark Letter<br>Mark Correction |
| Dictator Playback                    | N/A                                                                                         | Mike & console speakers                                         | N/A                                                                                         | Mike & console speaker                                          |
| Remote Microphone                    | N/A                                                                                         | None                                                            | N/A                                                                                         | None                                                            |
| TRANSCRIBER FEATURES                 |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Foot Pedal Controls                  | Listen/Forward Space<br>Incremental Backspace<br>Instant Replay (repeats<br>last few words) | N/A                                                             | Listen/Forward Space<br>Incremental Backspace<br>Instant Replay (repeats<br>last few words) | N/A                                                             |
| Typewriter Console<br>Controls       | None                                                                                        | N/A                                                             | None                                                                                        | N/A                                                             |
| COMPATIBLE RE-<br>CORDER/TRANSCRIBER | Dictaphone 8111<br>dictator                                                                 | Dictaphone 8521<br>transcriber                                  | Dictaphone 8511/8811<br>dictators; 8501 portable<br>recorder                                | Dictaphone 8521<br>transcriber                                  |
| PHYSICAL FEATURES                    |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Weight                               | 8 lbs.                                                                                      | 8 lbs.                                                          | 8 lbs.                                                                                      | 8 lbs.                                                          |
| Dimensions (H x W x D)               | 3" x 9 3/4" x 9 3/4"                                                                        | 3" x 9 3/4" x 9 3/4"                                            | 3" x 9 3/4" x 9 3/4"                                                                        | 3" x 9 3/4" x 9 3/4"                                            |
| PRICING                              |                                                                                             |                                                                 |                                                                                             |                                                                 |
| Purchase                             | \$600                                                                                       | \$600                                                           | \$600                                                                                       | \$600                                                           |
| Rental/Lease                         | —                                                                                           | —                                                               | —                                                                                           | —                                                               |
| Servicing                            | Mfgr. & dealer                                                                              | Mfgr. & dealer                                                  | Mfgr. & dealer                                                                              | Mfgr. & dealer                                                  |
| Media Price                          | \$1.00-\$2.20/mag belt                                                                      | 20¢-35¢                                                         | 20¢-35¢                                                                                     | 20¢-35¢                                                         |
| Warranty                             | 90 days parts & labor                                                                       | 90 days parts & labor                                           | 90 days parts & labor                                                                       | 90 days parts & labor                                           |
| First Delivery                       | January 1970                                                                                | January 1970                                                    | January 1970                                                                                | May 1975                                                        |
| REMARKS &<br>OTHER FEATURES          |                                                                                             |                                                                 |                                                                                             |                                                                 |

## DeskTop Dictation Units

| COMPANY                          | Dictran                                                                                  | Dictran                                                                                  | Dictran                                                                                                               |  |
|----------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|--|
| MODEL                            | Doro 702D                                                                                | Doro 702T                                                                                | Doro 705 DT                                                                                                           |  |
| UNIT TYPE                        | Dictator                                                                                 | Transcriber                                                                              | Dictator/Transcriber                                                                                                  |  |
| RECORDING MEDIUM                 | Cassette                                                                                 | Cassette                                                                                 | Cassette/mini-cassette                                                                                                |  |
| MAX RECORD TIME                  | 30 minutes                                                                               | 30 minutes                                                                               | 30 minutes/standard<br>15 minutes/min                                                                                 |  |
| RECORDING SPEED                  |                                                                                          |                                                                                          |                                                                                                                       |  |
| Normal Forward                   | 1.875 inches/second                                                                      | 1.875 inches/second                                                                      | 1-7/8 inches/second                                                                                                   |  |
| Fast Forward                     | 43.3 inches/second                                                                       | 43.3 inches/second                                                                       | 30 inches/second                                                                                                      |  |
| Reverse                          | 43.3 inches/second                                                                       | 43.3 inches/second                                                                       | 30 inches/second                                                                                                      |  |
| GENERAL FEATURES                 |                                                                                          |                                                                                          |                                                                                                                       |  |
| Indexing                         | None*                                                                                    | None*                                                                                    | Index strip                                                                                                           |  |
| Digital Counter                  | None                                                                                     | None                                                                                     | None                                                                                                                  |  |
| Can Tones                        | None                                                                                     | None                                                                                     | None                                                                                                                  |  |
| Auto Backspace                   | None                                                                                     | None                                                                                     | Standard                                                                                                              |  |
| Playback Speed Adjust            | Standard                                                                                 | Standard                                                                                 | Standard                                                                                                              |  |
| Playback Tone Adjust             | None                                                                                     | None                                                                                     | Standard                                                                                                              |  |
| End-Of-Media Indicator           | None                                                                                     | None                                                                                     | Audible tone/vis. alarm                                                                                               |  |
| Two-Way Tel Record               | Option                                                                                   | Option                                                                                   |                                                                                                                       |  |
| DICTATOR FEATURES                |                                                                                          |                                                                                          |                                                                                                                       |  |
| Microphone Controls              | Record<br>Review<br>Playback<br>Stop                                                     | N/A                                                                                      | Start/Stop<br>Record<br>Playback<br>Erase<br>Rewind                                                                   |  |
| Dictator Playback                | Mike & console speakers                                                                  | N/A                                                                                      | Mike & console speaker                                                                                                |  |
| Remote Microphone                | None                                                                                     | N/A                                                                                      | Dictator microphone                                                                                                   |  |
| TRANSCRIBER FEATURES             |                                                                                          |                                                                                          |                                                                                                                       |  |
| Foot Pedal Controls              | N/A                                                                                      | Start/Stop                                                                               | Forward<br>Rewind                                                                                                     |  |
| Typewriter Console Controls      |                                                                                          | None                                                                                     | —                                                                                                                     |  |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Dictran Doro 702T transcriber                                                            | Dictran Doro 702D dicta-<br>tor; Doro 701 portable recorder                              | Dictran portables-Doro 701, 710; Dictran desk-tops-Doro 702; Dictran Central System Doro 320 Adaptable for media use. |  |
| PHYSICAL FEATURES                |                                                                                          |                                                                                          |                                                                                                                       |  |
| Weight                           | 10½ lbs.                                                                                 | 10½ lbs.                                                                                 | 8 lbs.                                                                                                                |  |
| Dimensions (H x W x D)           | 4-7/8" x 13" x 9½"                                                                       | 4-7/8" x 13" x 9½"                                                                       | 3" x 11¼" x 8½"                                                                                                       |  |
| PRICING                          |                                                                                          |                                                                                          |                                                                                                                       |  |
| Purchase                         | \$295**                                                                                  | \$295**                                                                                  | —                                                                                                                     |  |
| Rental/Lease                     | —                                                                                        | —                                                                                        | —                                                                                                                     |  |
| Servicing                        | Dealer                                                                                   | Dealer                                                                                   | Mfgr. & dealer                                                                                                        |  |
| Media Price                      | —                                                                                        | —                                                                                        | —                                                                                                                     |  |
| Warranty                         | —                                                                                        | —                                                                                        | 1-yr. parts/90 days labor                                                                                             |  |
| Fast Delivery                    | —                                                                                        | —                                                                                        | —                                                                                                                     |  |
| REMARKS & OTHER FEATURES         | *Log sheet indexing w. console letter index guide. **\$320 for 702 Dictator/Transcriber. | *Log sheet indexing w. console letter index guide. **\$320 for 702 Dictator/Transcriber. |                                                                                                                       |  |

## DeskTop Dictation Units

| COMPANY                          | Hermes                                                             | Hermes                                                             | Hermes                                                   | Hermes                                                             |
|----------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------------------------|
| MODEL                            | Compur Standard Dictating Model 50                                 | Compur Standard Transcribing Model 50                              | Compur Criterion Dictating Model 51                      | Compur Criterion Transcribing Model 51                             |
| UNIT TYPE                        | Dictator                                                           | Transcriber                                                        | Dictator                                                 | Transcriber                                                        |
| RECORDING MEDIUM                 | Mini-cassette                                                      | Mini-cassette                                                      | Mini-cassette                                            | Mini-cassette                                                      |
| MAX RECORD TIME                  | 15 minutes                                                         | 15 minutes                                                         | 15 minutes                                               | 15 minutes                                                         |
| RECORDING SPEED                  |                                                                    |                                                                    |                                                          |                                                                    |
| Normal Forward                   | 1.5 inches/second                                                  | 1.5 inches/second                                                  | 1.5 inches/second                                        | 1.5 inches/second                                                  |
| Fast Forward                     | 4.5 inches/second                                                  | 4.5 inches/second                                                  | 4.5 inches/second                                        | 4.5 inches/second                                                  |
| Reverse                          | 11 inches/second                                                   | 11 inches/second                                                   | 11 inches/second                                         | 11 inches/second                                                   |
| GENERAL FEATURES                 |                                                                    |                                                                    |                                                          |                                                                    |
| Indexing                         | None*                                                              | None*                                                              | None*                                                    | None*                                                              |
| Digital Counter                  | None                                                               | None                                                               | None                                                     | None                                                               |
| Cue Tones                        | None                                                               | None                                                               | None                                                     | None                                                               |
| Auto Backspace                   | None                                                               | None                                                               | None                                                     | None                                                               |
| Playback Speed Adjust            | Standard                                                           | Standard                                                           | Standard                                                 | Standard                                                           |
| Playback Tone Adjust             | None                                                               | None                                                               | None                                                     | None                                                               |
| End-Of-Media Indicator           | Audible tone                                                       | Audible tone                                                       | Audible tone                                             | Audible tone                                                       |
| Two-Way Tel Record               | None                                                               | None                                                               | Standard                                                 | Standard                                                           |
| DICTATOR FEATURES                |                                                                    |                                                                    |                                                          |                                                                    |
| Microphone Controls              | Record<br>Stop<br>Playback<br>Rewind                               | N/A                                                                | Record<br>Stop<br>Playback<br>Rewind                     | N/A                                                                |
| Dictator Playback                | Mike & console speakers                                            | N/A                                                                | Mike & console speakers                                  | N/A                                                                |
| Remote Microphone                | None                                                               | N/A                                                                | None                                                     | N/A                                                                |
| TRANSCRIBER FEATURES             |                                                                    |                                                                    |                                                          |                                                                    |
| Foot Pedal Controls              | N/A                                                                | Stop<br>Playback<br>Rewind                                         | N/A                                                      | Stop<br>Playback<br>Rewind                                         |
| Typewriter Console Controls      | N/A                                                                | None                                                               | N/A                                                      | None                                                               |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Hermes Compur 50/51/380 dictators; Compur Deluxe portable recorder | Hermes Compur 50/51/380 dictators; Compur Deluxe portable recorder | Hermes Compur 50/51/380 transcribers                     | Hermes Compur 50/51/380 dictators; Compur Deluxe portable recorder |
| PHYSICAL FEATURES                |                                                                    |                                                                    |                                                          |                                                                    |
| Weight                           | 4 lbs.                                                             | 4 lbs.                                                             | 4 lbs.                                                   | 4 lbs.                                                             |
| Dimensions (H x W x D)           | 2¾" x 8¾" x 11"                                                    | 2¾" x 8¾" x 11"                                                    | 2¾" x 8¾" x 11"                                          | 2¾" x 8¾" x 11"                                                    |
| PRICING                          |                                                                    |                                                                    |                                                          |                                                                    |
| Purchase                         | \$349.50                                                           | \$349.50                                                           | \$399.50                                                 | \$399.50                                                           |
| Rental/Lease                     | —                                                                  | —                                                                  | —                                                        | —                                                                  |
| Servicing                        | Mfgr. & dealer                                                     | Mfgr. & dealer                                                     | Mfgr. & dealer                                           | Mfgr. & dealer                                                     |
| Media Price                      | \$3.90/mini-cassette                                               | \$3.90/mini-cassette                                               | \$3.90/mini-cassette                                     | \$3.90/mini-cassette                                               |
| Warranty                         | 1-yr. parts/90 days labor                                          | 1-yr. parts/90 days labor                                          | 1-yr. parts/90 days labor                                | 1-yr. parts/90 days labor                                          |
| First Delivery                   |                                                                    | Summer 1975                                                        | Summer 1975                                              | Summer 1975                                                        |
| REMARKS & OTHER FEATURES         | *Cassette contains scale marks indicating tape position.           | *Cassette contains scale marks indicating tape position.           | *Cassette contains scale marks indicating tape position. | *Cassette contains scale marks indicating tape position.           |



## DeskTop Dictation Units

| COMPANY                          | Hermes                                                                                                                                                                                | Hermes                                                                                                                                                                                | Karl Heitz              | Karl Heitz                                      |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------|
| MODEL                            | Compur Executor Dictating Model 380                                                                                                                                                   | Compur Executor Transcribing Model 380                                                                                                                                                | Fi-Cord 301             | Fi-Cord 302                                     |
| UNIT TYPE                        | Dictator                                                                                                                                                                              | Transcriber                                                                                                                                                                           | Dictator                | Transcriber                                     |
| RECORDING MEDIUM                 | Mini-cassette                                                                                                                                                                         | Mini-cassette                                                                                                                                                                         | Magnetic tape reel      | Magnetic tape reel                              |
| MAX RECORD TIME                  | 15 minutes                                                                                                                                                                            | 15 minutes                                                                                                                                                                            | 120 minutes             | 120 minutes                                     |
| RECORDING SPEED                  |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Normal Forward                   | 1.5 inches/second                                                                                                                                                                     | 1.5 inches/second                                                                                                                                                                     | —                       | —                                               |
| Fast Forward                     | 4.5 inches/second                                                                                                                                                                     | 4.5 inches/second                                                                                                                                                                     | —                       | —                                               |
| Reverse                          | 11 inches/second                                                                                                                                                                      | 11 inches/second                                                                                                                                                                      | —                       | —                                               |
| GENERAL FEATURES                 |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Indexing                         | None*                                                                                                                                                                                 | None*                                                                                                                                                                                 | None                    | None                                            |
| Digital Counter                  | None                                                                                                                                                                                  | None                                                                                                                                                                                  | Standard                | Standard                                        |
| Can Tones                        | None                                                                                                                                                                                  | None                                                                                                                                                                                  | None                    | None                                            |
| Auto Backspace                   | None                                                                                                                                                                                  | None                                                                                                                                                                                  | None                    | None                                            |
| Playback Speed Adjust            | None                                                                                                                                                                                  | None                                                                                                                                                                                  | None                    | None                                            |
| Playback Tone Adjust             | None                                                                                                                                                                                  | None                                                                                                                                                                                  | Standard                | Standard                                        |
| End-of-Media Indicator           | None                                                                                                                                                                                  | None                                                                                                                                                                                  | None                    | None                                            |
| Two-Way Tel Record               | Standard**                                                                                                                                                                            | Standard**                                                                                                                                                                            | None                    | None                                            |
| DICTATOR FEATURES                |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Microphone Controls              | Record<br>Stop<br>Playback<br>Rewind                                                                                                                                                  | N/A                                                                                                                                                                                   | N/A                     | N/A                                             |
| Dictator Playback                | Mike & console speakers                                                                                                                                                               | N/A                                                                                                                                                                                   | N/A                     | N/A                                             |
| Remote Microphone                | None                                                                                                                                                                                  | N/A                                                                                                                                                                                   | N/A                     | N/A                                             |
| TRANSCRIBER FEATURES             |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Foot Pedal Controls              | N/A                                                                                                                                                                                   | Stop<br>Playback<br>Rewind                                                                                                                                                            | Start/Stop              | Start/Stop                                      |
| Typewriter Console Controls      | N/A                                                                                                                                                                                   | None                                                                                                                                                                                  | None                    | None                                            |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Hermes Compur 50/51/380 transcribers                                                                                                                                                  | Hermes Compur 50/51/380 dictators; Compur Deluxe portable recorder                                                                                                                    | Fi-Cord 302 transcriber | Fi-Cord 301 dictator; 400/404 portable recorder |
| PHYSICAL FEATURES                |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Weight                           | 5½ lbs.                                                                                                                                                                               | 5½ lbs.                                                                                                                                                                               | —                       | —                                               |
| Dimensions (H x W x D)           | 2¼" x 8¼" x 11"                                                                                                                                                                       | 2¼" x 8¼" x 11"                                                                                                                                                                       | —                       | —                                               |
| PRICING                          |                                                                                                                                                                                       |                                                                                                                                                                                       |                         |                                                 |
| Purchase                         | \$499.50                                                                                                                                                                              | \$499.50                                                                                                                                                                              | \$299.95                | \$299.95                                        |
| Rental/Lease                     | —                                                                                                                                                                                     | —                                                                                                                                                                                     | —                       | —                                               |
| Servicing                        | Mfgr. & dealer                                                                                                                                                                        | Mfgr. & dealer                                                                                                                                                                        | Dealer-importer         | Dealer-importer                                 |
| Media Price                      | \$3.90/mini-cassette                                                                                                                                                                  | \$3.90/mini-cassette                                                                                                                                                                  | \$1.95/tape reel        | \$1.95/tape reel                                |
| Warranty                         | 1-yr. parts/90 days labor                                                                                                                                                             | 1-yr. parts/90 days labor                                                                                                                                                             | —                       | —                                               |
| First Delivery                   | Summer 1975                                                                                                                                                                           | Summer 1975                                                                                                                                                                           | —                       | —                                               |
| REMARKS & OTHER FEATURES         | *Cassette contains scale marks indicating tape position. **May also be employed as automatic telephone answering unit; has separate mini-cassette transport for announcement message. | *Cassette contains scale marks indicating tape position. **May also be employed as automatic telephone answering unit; has separate mini-cassette transport for announcement message. |                         |                                                 |

## DeskTop Dictation Units

| COMPANY                                | IBM                                                                                                                                                                                             | IBM                                                                                                                                                                                             | Lanier                                                                                                     | Lanier                                                               |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| MODEL                                  | 6:5 (281)                                                                                                                                                                                       | 6:5 (282)                                                                                                                                                                                       | Action Line System*                                                                                        | Edisette VIP<br>Executive 1200D                                      |
| UNIT TYPE                              | Dictator/Transcriber                                                                                                                                                                            | Transcriber                                                                                                                                                                                     |                                                                                                            | Dictator                                                             |
| RECORDING MEDIUM                       | Magnetic discs*                                                                                                                                                                                 | Magnetic discs*                                                                                                                                                                                 |                                                                                                            | Cassette                                                             |
| MAX RECORD TIME                        | 300 minutes*                                                                                                                                                                                    | 300 minutes*                                                                                                                                                                                    |                                                                                                            | 30 minutes                                                           |
| RECORDING SPEED                        |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Normal Forward                         | 1 inch/second                                                                                                                                                                                   | 1 inch/second                                                                                                                                                                                   |                                                                                                            | 1.875 inches/second                                                  |
| Fast Forward                           | None                                                                                                                                                                                            | None                                                                                                                                                                                            |                                                                                                            | 32.1 inches/second                                                   |
| Reverse                                | 5 inches/second**                                                                                                                                                                               | 5 inches/second**                                                                                                                                                                               |                                                                                                            | 32.1 inches/second                                                   |
| GENERAL FEATURES                       |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Indexing                               | None***                                                                                                                                                                                         | None***                                                                                                                                                                                         |                                                                                                            | None*                                                                |
| Digital Counter                        | None****                                                                                                                                                                                        | None****                                                                                                                                                                                        |                                                                                                            | Time (std.)                                                          |
| Cue Tones                              | Standard                                                                                                                                                                                        | Standard                                                                                                                                                                                        |                                                                                                            | Standard w. cue program                                              |
| Auto Backspace                         | Standard                                                                                                                                                                                        | Standard                                                                                                                                                                                        |                                                                                                            | None                                                                 |
| Playback Speed Adjust                  | None                                                                                                                                                                                            | Standard                                                                                                                                                                                        |                                                                                                            | None                                                                 |
| Playback Tone Adjust                   | None                                                                                                                                                                                            | Standard                                                                                                                                                                                        |                                                                                                            | Standard                                                             |
| End-Of-Media Indicator                 | Audible tone                                                                                                                                                                                    | Audible tone                                                                                                                                                                                    |                                                                                                            | Audible tone & light                                                 |
| Two-Way Tel Record                     | None                                                                                                                                                                                            | None                                                                                                                                                                                            |                                                                                                            | Option                                                               |
| DICTATOR FEATURES                      |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Microphone Controls                    | Record<br>Stop<br>Review<br>Listen<br>End (disc feed)<br>Special Instruction                                                                                                                    | N/A                                                                                                                                                                                             |                                                                                                            | Record<br>Listen<br>Rewind<br>Sonic Search<br>Cue Letter/Instruction |
| Dictator Playback                      | Microphone speaker                                                                                                                                                                              | N/A                                                                                                                                                                                             |                                                                                                            | Mike & console speakers                                              |
| Remote Microphone                      | Dictator microphone                                                                                                                                                                             | N/A                                                                                                                                                                                             |                                                                                                            | Conference (opt.)                                                    |
| TRANSCRIBER FEATURES                   |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Foot Pedal Controls                    | None                                                                                                                                                                                            | Start/Stop<br>Disc Feed<br>Backspace (8-/4-/2-word)                                                                                                                                             |                                                                                                            | N/A                                                                  |
| Typewriter Console Controls            | None                                                                                                                                                                                            | None                                                                                                                                                                                            |                                                                                                            | N/A                                                                  |
| COMPATIBLE RE-<br>RECORDER/TRANSCRIBER | IBM 6:5 281 dictator                                                                                                                                                                            | IBM 6:5 281 dictator;<br>portable recorder; 283/<br>285/287/288 central<br>systems                                                                                                              |                                                                                                            | Lanier Edisette VIP<br>Series transcribers                           |
| PHYSICAL FEATURES                      |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Weight                                 | 12 lbs.                                                                                                                                                                                         | 12 lbs.                                                                                                                                                                                         |                                                                                                            | 11 lbs.                                                              |
| Dimensions (H x W x D)                 | 3 3/4" x 12" x 11 1/2"                                                                                                                                                                          | 3 3/4" x 12" x 11 1/2"                                                                                                                                                                          |                                                                                                            | 3" x 14" x 10"                                                       |
| PRICING                                |                                                                                                                                                                                                 |                                                                                                                                                                                                 |                                                                                                            |                                                                      |
| Purchase                               | \$645                                                                                                                                                                                           | \$645                                                                                                                                                                                           |                                                                                                            | \$545                                                                |
| Rental/Lease                           | \$30/mo. (2 1/2-yr.)                                                                                                                                                                            | \$30/mo. (2 1/2-yr.)                                                                                                                                                                            |                                                                                                            | \$23/mo. (3-yr.)                                                     |
| Servicing                              | Mfgr.-\$39/yr.                                                                                                                                                                                  | Mfgr.-\$39/yr.                                                                                                                                                                                  |                                                                                                            | Mfgr. & dealer                                                       |
| Media Price                            | 40¢/magnetic disc                                                                                                                                                                               | 40¢/magnetic disc                                                                                                                                                                               |                                                                                                            | \$2.90/cassette                                                      |
| Warranty                               | 90 days parts & labor                                                                                                                                                                           | 90 days parts & labor                                                                                                                                                                           |                                                                                                            | 90 days parts & labor                                                |
| First Delivery                         | May 1975                                                                                                                                                                                        | May 1975                                                                                                                                                                                        |                                                                                                            | —                                                                    |
| REMARKS &<br>OTHER FEATURES            | *6 minutes per disc, 50<br>discs per autochanging<br>recorder. **8-word incre-<br>ment. ***One letter or<br>message per disc.<br>****Bar code indicator<br>denotes number of discs<br>recorded. | *6 minutes per disc, 50<br>discs per autochanging<br>recorder. **8-word incre-<br>ment. ***One letter or<br>message per disc.<br>****Bar code indicator<br>denotes number of discs<br>recorded. | *This unit may be con-<br>figured as a central sys-<br>tem. See S15-050-303<br>and Report S15-564-<br>801. | *Cue tones may be con-<br>verted to program disc<br>on transcriber.  |

## DeskTop Dictation Units

| COMPANY                          | Lanier                                                      | Lanier                                                                     | Lanier                                                                                       | Lanier                                                                                   |
|----------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| MODEL                            | Edisette VIP Secretary 1200T                                | Edisette VIP Mini-Cassette 1200T/VMCA                                      | Edisette VIP Multimedia VMM                                                                  | Edisette VIP Microcassette VIP-SMC                                                       |
| UNIT TYPE                        | Transcriber                                                 | Transcriber                                                                | Transcriber                                                                                  | Transcriber                                                                              |
| RECORDING MEDIUM                 | Cassette                                                    | Cassette/Mini-cassette*                                                    | Cassette/Endless loop                                                                        | Cassette/Micro-cassette*                                                                 |
| MAX RECORD TIME                  | 30 minutes                                                  | 30 minutes/standard<br>15 minutes/mini                                     | 30 minutes/cassette<br>100-400 minutes/loop                                                  | 30 minutes                                                                               |
| RECORDING SPEED                  |                                                             |                                                                            |                                                                                              |                                                                                          |
| Normal Forward                   | 1,875 inches/second                                         | 1,875 inches/second                                                        | 1,875 inches/second                                                                          | 1,875 inches/second                                                                      |
| Fast Forward                     | 32.1 inches/second                                          | None                                                                       | 32.1 or 9 inches/second*                                                                     | None                                                                                     |
| Reverse                          | 32.1 inches/second                                          | 32.1 inches/second                                                         | 32.1 or 9 inches/second*                                                                     | 32.1 inches/second                                                                       |
| GENERAL FEATURES                 |                                                             |                                                                            |                                                                                              |                                                                                          |
| Indexing                         | Program disc*                                               | None                                                                       | Program disc/index strip**                                                                   | None                                                                                     |
| Digital Counter                  | Time & length (std.)                                        | None                                                                       | Time & length (std.)                                                                         | None                                                                                     |
| Cue Tones                        | Standard w. cue program*                                    | None                                                                       | Std. w. cue program**                                                                        | None                                                                                     |
| Auto Backspace                   | Standard                                                    | None                                                                       | Standard                                                                                     | None                                                                                     |
| Playback Speed Adjust            | Standard                                                    | Standard                                                                   | Standard/None*                                                                               | Standard                                                                                 |
| Playback Tone Adjust             | Standard                                                    | Standard                                                                   | Standard/None*                                                                               | Standard                                                                                 |
| End-Of-Media Indicator           | None                                                        | None                                                                       | None                                                                                         | None                                                                                     |
| Two-Way Tel Record               | None                                                        | None                                                                       | None                                                                                         | None                                                                                     |
| DICTATOR FEATURES                |                                                             |                                                                            |                                                                                              |                                                                                          |
| Microphone Controls              | N/A                                                         | N/A                                                                        | N/A                                                                                          | N/A                                                                                      |
| Dictator Playback                | N/A                                                         | N/A                                                                        | N/A                                                                                          | N/A                                                                                      |
| Remote Microphone                | N/A                                                         | N/A                                                                        | N/A                                                                                          | N/A                                                                                      |
| TRANSCRIBER FEATURES             |                                                             |                                                                            |                                                                                              |                                                                                          |
| Foot Pedal Controls              | Forward/Reverse                                             | Forward/Reverse                                                            | Forward/Reverse                                                                              | Forward/Reverse                                                                          |
| Typewriter Console Controls      | None                                                        | None                                                                       | None                                                                                         | None                                                                                     |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Lanier Edisette VIP Series dictator                         | Lanier Edisette VIP Series dictator; VIP/C portable recorder               | Lanier Edisette VIP Series dictator; VIP/C portable recorder; Nyematic central system        | Lanier Edisette VIP Series dictator; MS-60 "Pocket Secretary" & VIP/C portable recorders |
| PHYSICAL FEATURES                |                                                             |                                                                            |                                                                                              |                                                                                          |
| Weight                           | 9 lbs.                                                      | 9½ lbs.                                                                    | 9 lbs.                                                                                       | 9½ lbs.                                                                                  |
| Dimensions (H x W x D)           | 3" x 13" x 10"                                              | 4" x 13" x 10"                                                             | 3" x 13" x 10"                                                                               | 4" x 13" x 10"                                                                           |
| PRICING                          |                                                             |                                                                            |                                                                                              |                                                                                          |
| Purchase                         | \$545                                                       | \$623                                                                      | \$599                                                                                        | \$620                                                                                    |
| Rental/Lease                     | \$23/mo. (3-yr.)                                            | \$30/mo. (3-yr.)                                                           | \$30/mo. (3-yr.)                                                                             | \$30/mo. (3-yr.)                                                                         |
| Servicing                        | Mfgr. & dealer                                              | Mfgr. & dealer                                                             | Mfgr. & dealer                                                                               | Mfgr. & dealer                                                                           |
| Media Price                      | \$2.90/cassette                                             | \$2.90/cassette**                                                          | \$2.90/cassette                                                                              | \$2.90/cassette**                                                                        |
| Warranty                         | 90 days parts & labor                                       | 90 days parts & labor                                                      | 90 days parts & labor                                                                        | 90 days parts & labor                                                                    |
| First Delivery                   | —                                                           | —                                                                          | —                                                                                            | —                                                                                        |
| REMARKS & OTHER FEATURES         | *Cue tones may be converted to program disc on transcriber. | *Via transport adapter unit. **Lanier does not market mini-cassette media. | *Cassette or endless tape loop. **Cue tones may be converted to program disc on transcriber. | *Via transport adaptor unit. **Micro-cassettes are priced at \$3.50 each.                |

## DeskTop Dictation Units

| COMPANY                              | Lanier                                            | Lanier                                            | Lanier                                                                  | Lanier                                                                              |
|--------------------------------------|---------------------------------------------------|---------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| MODEL                                | Edisette 1977<br>EC-77                            | Edisette 1977<br>ED-77                            | Edisette 1977<br>ET-77                                                  | Edisette 1977<br>ET/EMCA-77                                                         |
| UNIT TYPE                            | Dictator/Transcriber                              | Dictator                                          | Transcriber                                                             | Transcriber                                                                         |
| RECORDING MEDIUM                     | Cassette                                          | Cassette                                          | Cassette                                                                | Cassette/Mini-cassette*                                                             |
| MAX RECORD TIME                      | 30 minutes                                        | 30 minutes                                        | 30 minutes                                                              | 30 minutes/standard<br>15 minutes/mini                                              |
| RECORDING SPEED                      |                                                   |                                                   |                                                                         |                                                                                     |
| Normal Forward                       | 1,875 inches/second                               | 1,875 inches/second                               | 1,875 inches/second                                                     | 1,875 inches/second                                                                 |
| Fast Forward                         | 32.1 inches/second                                | 32.1 inches/second                                | 32.1 inches/second                                                      | None                                                                                |
| Reverse                              | 32.1 inches/second                                | 32.1 inches/second                                | 32.1 inches/second                                                      | 32.1 inches/second                                                                  |
| GENERAL FEATURES                     |                                                   |                                                   |                                                                         |                                                                                     |
| Indexing                             | Index strip (opt.)                                | Index strip (opt.)                                | Index strip (opt.)                                                      | Index strip (opt.)                                                                  |
| Digital Counter                      | Time & length (std.)                              | Time & length (std.)                              | Time & length (std.)                                                    | Time & length (std.)                                                                |
| Cue Tones                            | None                                              | None                                              | None                                                                    | None                                                                                |
| Auto Backspace                       | None                                              | None                                              | None                                                                    | None                                                                                |
| Playback Speed Adjust                | Standard (transcription)                          | None                                              | Standard                                                                | Standard                                                                            |
| Playback Tone Adjust                 | Standard                                          | Standard                                          | Standard                                                                | Standard                                                                            |
| End-Of-Media Indicator               | Buzzer & visual display                           | Buzzer & visual display                           | None                                                                    | None                                                                                |
| Two-Way Tel Record                   | Option                                            | Option                                            | None                                                                    | None                                                                                |
| DICTATOR FEATURES                    |                                                   |                                                   |                                                                         |                                                                                     |
| Microphone Controls                  | Record<br>Listen<br>Rewind                        | Record<br>Listen<br>Rewind                        | N/A                                                                     | N/A                                                                                 |
| Dictator Playback                    |                                                   |                                                   |                                                                         |                                                                                     |
| Remote Microphone                    | Mike & console speakers<br>Conference             | Mike & console speakers<br>Conference             | N/A<br>N/A                                                              | N/A<br>N/A                                                                          |
| TRANSCRIBER FEATURES                 |                                                   |                                                   |                                                                         |                                                                                     |
| Foot Pedal Controls                  | Forward/Reverse                                   | N/A                                               | Forward/Reverse                                                         | Forward/Reverse                                                                     |
| Typewriter Console<br>Controls       | None                                              | N/A                                               | None                                                                    | None                                                                                |
| COMPATIBLE RE-<br>CORDER/TRANSCRIBER | Lanier Edisette 1977<br>ET-77 Series transcribers | Lanier Edisette 1977<br>ET-77 Series transcribers | Lanier Edisette 1977<br>EC-/ED-77 dictators;<br>VIP/C portable recorder | Lanier Edisette 1977<br>EC-/ED-77 dictators;<br>VIP/C portable recorder             |
| PHYSICAL FEATURES                    |                                                   |                                                   |                                                                         |                                                                                     |
| Weight                               | 10½ lbs.                                          | 10½ lbs.                                          | 10 lbs.                                                                 | 10½ lbs.                                                                            |
| Dimensions (H x W x D)               | 3½" x 11½" x 9¼"                                  | 3½" x 11½" x 9¼"                                  | 3½" x 10" x 9¼"                                                         | 4½" x 10" x 9¼"                                                                     |
| PRICING                              |                                                   |                                                   |                                                                         |                                                                                     |
| Purchase                             | \$443                                             | \$398                                             | \$398                                                                   | \$476                                                                               |
| Rental/Lease                         | \$30/mo. (3-yr.)                                  | \$17/mo. (3-yr.)                                  | \$17/mo. (3-yr.)                                                        | \$20/mo. (3-yr.)                                                                    |
| Servicing                            | Mfgr. & dealer                                    | Mfgr. & dealer                                    | Mfgr. & dealer                                                          | Mfgr. & dealer                                                                      |
| Media Price                          | \$2.90/cassette                                   | \$2.90/cassette                                   | \$2.90/cassette                                                         | \$2.90/cassette**                                                                   |
| Warranty                             | 90 days parts & labor                             | 90 days parts & labor                             | 90 days parts & labor                                                   | 90 days parts & labor                                                               |
| First Delivery                       | —                                                 | —                                                 | —                                                                       | —                                                                                   |
| REMARKS &<br>OTHER FEATURES          |                                                   |                                                   |                                                                         | *Via transport adaptor<br>unit. **Lanier does not<br>market mini-cassette<br>media. |



## DeskTop Dictation Units

| COMPANY                          | Lanier                                                                                        | Lanier                                                                                               | Lanier                                                                                                                 | Lanier                                                                                                                 |
|----------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| MODEL                            | Edisette 1977<br>ET-77MC                                                                      | Edisette 1977<br>EMM-77                                                                              | Gray MD-1A                                                                                                             | Gray MD-1AC                                                                                                            |
| UNIT TYPE                        | Transcriber                                                                                   | Transcriber                                                                                          | Dictator                                                                                                               | Dictator & Transcriber                                                                                                 |
| RECORDING MEDIUM                 | Cassette/Mini-cassette*                                                                       | Cassette/Endless loop                                                                                | Magnetic belt                                                                                                          | Magnetic belt                                                                                                          |
| MAX RECORD TIME                  | 30 minutes                                                                                    | 30 minutes/cassette<br>100-400 minutes/loop                                                          | 14 or 28 minutes                                                                                                       | 14 or 28 minutes                                                                                                       |
| RECORDING SPEED                  |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Normal Forward                   | 1,875 inches/second                                                                           | 1,875 inches/second                                                                                  | 1,875 inches/second                                                                                                    | 1,875 inches/second                                                                                                    |
| Fast Forward                     | None                                                                                          | 32.1 inches/second                                                                                   | None                                                                                                                   | None                                                                                                                   |
| Reverse                          | 32.1 inches/second                                                                            | 32.1 inches/second                                                                                   | —                                                                                                                      | —                                                                                                                      |
| GENERAL FEATURES                 |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Including                        | None                                                                                          | Index strip (opt.)                                                                                   | Index strip (opt.)                                                                                                     | Index strip (opt.)                                                                                                     |
| Digital Counter                  | Time & length (std.)                                                                          | Time & length                                                                                        | Time & length                                                                                                          | Time & length                                                                                                          |
| Call Tones                       | None                                                                                          | Loop-only                                                                                            | None                                                                                                                   | None                                                                                                                   |
| Auto Backspace                   | None                                                                                          | None                                                                                                 | Standard                                                                                                               | Standard                                                                                                               |
| Playback Speed Adjust            | Standard                                                                                      | Cassette-only                                                                                        | None                                                                                                                   | Standard                                                                                                               |
| Playback Tone Adjust             | Standard                                                                                      | Cassette-only                                                                                        | Standard                                                                                                               | None                                                                                                                   |
| End-Of-Media Indicator           | None                                                                                          | None                                                                                                 | Buzzer & visual display                                                                                                | Buzzer & visual display                                                                                                |
| Two-Way Tel Record               | None                                                                                          | None                                                                                                 | Option                                                                                                                 | Option                                                                                                                 |
| DICTATOR FEATURES                |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Microphone Controls              | N/A                                                                                           | N/A                                                                                                  | Record<br>Stop<br>Listen<br>Backspace (10-word)<br>Mark Letter<br>Mark Instruction<br>Microphone speaker<br>Conference | Record<br>Stop<br>Listen<br>Backspace (10-word)<br>Mark Letter<br>Mark Instruction<br>Microphone speaker<br>Conference |
| Dictator Playback                | N/A                                                                                           | N/A                                                                                                  |                                                                                                                        |                                                                                                                        |
| Remote Microphone                | N/A                                                                                           | N/A                                                                                                  |                                                                                                                        |                                                                                                                        |
| TRANSCRIBER FEATURES             |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Foot Pedal Controls              | Forward/Reverse                                                                               | Forward/Reverse                                                                                      | N/A                                                                                                                    | N/A                                                                                                                    |
| Typewriter Console Controls      | None                                                                                          | None                                                                                                 | N/A                                                                                                                    | N/A                                                                                                                    |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Lanier Edisette 1977<br>EC-/ED-77 dictators;<br>VIP/C & MS-60 "Pocket<br>Secretary" portables | Lanier Edisette 1977<br>EC-/ED-77 dictators;<br>VIP/C portable recorder;<br>Nyematic central systems | Lanier Gray MD-1AC/<br>MT-1A transcribers                                                                              | Lanier Gray MT-1A<br>transcriber; MD-1A<br>dictator                                                                    |
| PHYSICAL FEATURES                |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Weight                           | 10½ lbs.                                                                                      | 10 lbs.                                                                                              | 12½ lbs.                                                                                                               | 12½ lbs.                                                                                                               |
| Dimensions (H x W x D)           | 4½" x 10" x 9¼"                                                                               | 3½" x 10" x 9¼"                                                                                      | 4" x 13" x 10½"                                                                                                        | 4" x 13" x 10½"                                                                                                        |
| PRICING                          |                                                                                               |                                                                                                      |                                                                                                                        |                                                                                                                        |
| Purchase                         | \$473                                                                                         | \$452                                                                                                | \$450                                                                                                                  | \$495                                                                                                                  |
| Rental/Lease                     | \$20/mo. (3-yr.)                                                                              | \$19/mo. (3-yr.)                                                                                     | \$22/mo. (3-yr.)                                                                                                       | \$23/mo. (3-yr.)                                                                                                       |
| Servicing                        | Mfgr. & dealer                                                                                | Mfgr. & dealer                                                                                       | Mfgr. & dealer                                                                                                         | Mfgr. & dealer                                                                                                         |
| Media Price                      | \$2.90/cassette**                                                                             | \$2.90/cassette                                                                                      | \$1.00/magnetic belt                                                                                                   | \$1.00/magnetic belt                                                                                                   |
| Warranty                         | 90 days parts & labor                                                                         | 90 days parts & labor                                                                                | 90 days parts & labor                                                                                                  | 90 days parts & labor                                                                                                  |
| Fast Delivery                    | —                                                                                             | —                                                                                                    | —                                                                                                                      | —                                                                                                                      |
| REMARKS &<br>OTHER FEATURES      | *Via transport adaptor<br>unit. **Microcassettes<br>are priced at \$3.50 each.                | *Cassette or tape loop.                                                                              |                                                                                                                        |                                                                                                                        |

## DeskTop Dictation Units

| COMPANY                          | Lanier                             | Lanier                     | Lexicon                                                                                                                                      |  |
|----------------------------------|------------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|--|
| MODEL                            | Gray MT-1A                         | MCT Microsette Transcriber | Varispeech II                                                                                                                                |  |
| UNIT TYPE                        | Transcriber                        | Transcriber                | Dictator/Transcriber                                                                                                                         |  |
| RECORDING MEDIUM                 | Magnetic belt                      | Micro-cassette             | Cassette                                                                                                                                     |  |
| MAX RECORD TIME                  | 14 or 28 minutes                   | 30 minutes                 | 60 minutes                                                                                                                                   |  |
| RECORDING SPEED                  |                                    |                            |                                                                                                                                              |  |
| Normal Forward                   | 1,875 inches/second                | 15/16 inches/second        | 1,875 inches/second                                                                                                                          |  |
| Fast Forward                     | None                               | 11.25 inches/second        | 100 inches/second                                                                                                                            |  |
| Reverse                          | —                                  | 11.25 inches/second        | 100 inches/second                                                                                                                            |  |
| GENERAL FEATURES                 |                                    |                            |                                                                                                                                              |  |
| Indexing                         | Index strip (opt.)                 | N/A                        | None                                                                                                                                         |  |
| Digital Counter                  | Time & length                      | N/A                        | Standard                                                                                                                                     |  |
| Cue Tones                        | None                               | N/A                        | None                                                                                                                                         |  |
| Auto Backspace                   | Standard                           | N/A                        | None                                                                                                                                         |  |
| Playback Speed Adjust            | Standard                           | Standard                   | Standard*                                                                                                                                    |  |
| Playback Tone Adjust             | Standard                           | Standard                   | Standard                                                                                                                                     |  |
| End-Of-Media Indicator           | None                               | N/A                        | Auto Stop                                                                                                                                    |  |
| Two-Way Tel Record               | None                               | N/A                        | Option                                                                                                                                       |  |
| DICTATOR FEATURES                |                                    |                            |                                                                                                                                              |  |
| Microphone Controls              | N/A                                | N/A                        | None                                                                                                                                         |  |
| Dictator Playback                | N/A                                | N/A                        | Console speaker                                                                                                                              |  |
| Remote Microphone                | N/A                                | N/A                        | Option                                                                                                                                       |  |
| TRANSCRIBER FEATURES             |                                    |                            |                                                                                                                                              |  |
| Foot Pedal Controls              | Start/Stop                         | Forward/Reverse            | Start/Stop (opt.)                                                                                                                            |  |
| Typewriter Console Controls      | None                               | N/A                        | None                                                                                                                                         |  |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Lanier Gray MD-1A/MD 1AC dictators | MS 60A Pocket Secretary    | Cassette recorders                                                                                                                           |  |
| PHYSICAL FEATURES                |                                    |                            |                                                                                                                                              |  |
| Weight                           | 12 lbs.                            | 4 lbs.                     | 12 lbs.                                                                                                                                      |  |
| Dimensions (H x W x D)           | 4" x 11 1/4" x 10 1/2"             | 3" x 5" x 8"               | 5.5" x 9" x 13.6"                                                                                                                            |  |
| PRICING                          |                                    |                            |                                                                                                                                              |  |
| Purchase                         | \$450                              | \$349                      | \$595                                                                                                                                        |  |
| Rental/Lease                     | \$22/mo. (3-yr.)                   | —                          | None                                                                                                                                         |  |
| Servicing                        | Mfgr. & dealer                     | Mfgr. & dealer             | Mfgr. & dealer                                                                                                                               |  |
| Media Price                      | \$1.00/magnetic belt               | \$3.50/micro cassette      | \$1.25/cassette                                                                                                                              |  |
| Warranty                         | 90 days parts & labor              | 90 days parts & labor      | 6 months                                                                                                                                     |  |
| First Delivery                   | —                                  | Spring 1976                | December 1975                                                                                                                                |  |
| REMARKS & OTHER FEATURES         |                                    |                            | * Continuously adjustable from 1/2 to 2 1/2 times the recording speed. Special system to expand or compress speech without pitch distortion. |  |

## DeskTop Dictation Units

| COMPANY                          | Memocord                                                                                                                                                   | Memocord                                                                                                                          | Memocord                                                                                                                                                                                  | Norelco                                                           |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| MODEL                            | Secretary W1100 AR                                                                                                                                         | Continental AW 1090                                                                                                               | Correcta AW 200                                                                                                                                                                           | LFH 0084 Dictating Machine                                        |
| UNIT TYPE                        | Transcriber                                                                                                                                                | Dictator/Transcriber                                                                                                              | Dictator                                                                                                                                                                                  | Dictator                                                          |
| RECORDING MEDIUM                 | Special cassette*                                                                                                                                          | Special cassette*                                                                                                                 | Special cassette*                                                                                                                                                                         | Special cassette                                                  |
| MAX RECORD TIME                  | 45 minutes                                                                                                                                                 | 45 minutes                                                                                                                        | 45 minutes                                                                                                                                                                                | 20 minutes                                                        |
| RECORDING SPEED                  |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Normal Forward                   | 2 inches/second                                                                                                                                            | 2 inches/second                                                                                                                   | 2 inches/second                                                                                                                                                                           | 1,875 inches/second                                               |
| Fast Forward                     | 10 inches/second                                                                                                                                           | 10 inches/second                                                                                                                  | 10 or 20 inches/second                                                                                                                                                                    | —                                                                 |
| Reverse                          | 20 inches/second                                                                                                                                           | 20 inches/second                                                                                                                  | 10 inches/second                                                                                                                                                                          | —                                                                 |
| GENERAL FEATURES                 |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Indexing                         | Cassette strip**                                                                                                                                           | Cassette strip**                                                                                                                  | Cassette strip**                                                                                                                                                                          | Index strip                                                       |
| Digital Counter                  | Cassette counter***                                                                                                                                        | Cassette counter***                                                                                                               | Cassette counter***                                                                                                                                                                       | None                                                              |
| Qui Tones                        | None                                                                                                                                                       | None                                                                                                                              | Standard                                                                                                                                                                                  | None                                                              |
| Auto Backspace                   | Standard                                                                                                                                                   | None                                                                                                                              | Standard                                                                                                                                                                                  | N/A                                                               |
| Playback Speed Adjust            | Standard                                                                                                                                                   | None                                                                                                                              | Standard                                                                                                                                                                                  | None                                                              |
| Playback Tone Adjust             | Standard                                                                                                                                                   | Standard                                                                                                                          | Standard                                                                                                                                                                                  | None                                                              |
| End-Of-Media Indicator           | —                                                                                                                                                          | Audible tone                                                                                                                      | Light                                                                                                                                                                                     | Audible tone                                                      |
| Two-Way Tel Record               | None                                                                                                                                                       | Standard                                                                                                                          | Standard                                                                                                                                                                                  | Option                                                            |
| DICTATOR FEATURES                |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Microphone Controls              | N/A                                                                                                                                                        | Start/Stop<br>Record<br>Playback<br>Rewind                                                                                        | Start/Stop<br>Record<br>Playback<br>Rewind                                                                                                                                                | Start/Stop<br>Record<br>Rewind<br>Mark Letter<br>Mark Instruction |
| Dictator Playback                | N/A                                                                                                                                                        | Mike & console speaker                                                                                                            | Console speaker                                                                                                                                                                           | Microphone speaker                                                |
| Remote Microphone                | N/A                                                                                                                                                        | Conference (opt.)                                                                                                                 | —                                                                                                                                                                                         | Conference (opt.)                                                 |
| TRANSCRIBER FEATURES             |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Foot-Pedal Controls              | Forward<br>Rewind                                                                                                                                          | Forward<br>Rewind                                                                                                                 | N/A                                                                                                                                                                                       | N/A                                                               |
| Typewriter Console Controls      | None                                                                                                                                                       | None                                                                                                                              | N/A                                                                                                                                                                                       | N/A                                                               |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Memocord Continental & Correcta dictators; TDS Series central systems; K Series portable                                                                   | Memocord Secretary transcriber; Correcta dictator; TDS Series central systems; K Series portable                                  | Memocord Continental & Secretary transcribers                                                                                                                                             | Norelco LFH 0084 transcriber                                      |
| PHYSICAL FEATURES                |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Weight                           | 9 lbs.                                                                                                                                                     | 9 lbs.                                                                                                                            | 7 lbs.                                                                                                                                                                                    | 8½ lbs.                                                           |
| Dimensions (H x W x D)           | 11" x 8-5/8" x 2-7/8"                                                                                                                                      | 11" x 8-5/7" x 2-7/8"                                                                                                             | 2" x 6¾" x 10"                                                                                                                                                                            | 2-7/8" x 7-7/8" x 11½"                                            |
| PRICING                          |                                                                                                                                                            |                                                                                                                                   |                                                                                                                                                                                           |                                                                   |
| Purchase                         | \$369                                                                                                                                                      | \$495                                                                                                                             | \$495                                                                                                                                                                                     | \$449*                                                            |
| Rental/Lease                     | Dealer option                                                                                                                                              | Dealer option                                                                                                                     | Dealer option                                                                                                                                                                             | Dealer option                                                     |
| Servicing                        | Mfr. & dealer                                                                                                                                              | Mfr. & dealer                                                                                                                     | Mfr. & dealer                                                                                                                                                                             | Dealer                                                            |
| Media Price                      | \$4.50/\$8.00****                                                                                                                                          | \$4.50/\$8.00****                                                                                                                 | \$7.50/\$10.00****                                                                                                                                                                        | \$5.50/cassette                                                   |
| Warranty                         | 1-yr. parts/90 days labor                                                                                                                                  | 1-yr. parts/90 days labor                                                                                                         | 90 days                                                                                                                                                                                   | 90 days parts & labor                                             |
| First Delivery                   | February 1976                                                                                                                                              | April 1974                                                                                                                        | April 1974                                                                                                                                                                                | —                                                                 |
| REMARKS & OTHER FEATURES         | *Comes w. integral scale or counter. **On cassette. ***On counter cassette. ****Scale or counter cassette prices; lower capacity/cost cassettes available. | *Comes w. integral scale or counter. **On cassette. ***Scale or counter cassette prices; lower capacity/cost cassettes available. | *Comes w. integral scale or counter. **On cassette. ***On counter cassette. ****Scale or counter cassette prices; lower capacity/cost cassettes available. Utilizes dual-track recording. | *Combination LFH 0084 dictator/transcriber priced at \$498.       |

## DeskTop Dictation Units

| COMPANY                          | Norelco                                                     | Norelco                                                                                           | Norelco                                                                             | Norelco                                                                                            |
|----------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| MODEL                            | LFH 0084 Transcriber                                        | LFH 0186 "Idea Capsule" Transcriber                                                               | LFH 0097 Standard Dictating Idea Machine                                            | LFH 0097 Transcribing Idea Machine                                                                 |
| UNIT TYPE                        | Transcriber                                                 | Transcriber                                                                                       | Dictator                                                                            | Transcriber                                                                                        |
| RECORDING MEDIUM                 | Special cassette                                            | Mini-cassette                                                                                     | Mini-cassette                                                                       | Mini-cassette                                                                                      |
| MAX RECORD TIME                  | 20 minutes                                                  | 15 minutes                                                                                        | 15 minutes                                                                          | 15 minutes                                                                                         |
| RECORDING SPEED                  |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Normal Forward                   | 1,875 inches/second                                         | 1,573 inches/second                                                                               | 1,573 inches/second                                                                 | 1,573 inches/second                                                                                |
| Fast Forward                     | —                                                           | 22.5 inches/second                                                                                | 34 inches/second                                                                    | 34 inches/second                                                                                   |
| Reverse                          | —                                                           | 22.5 inches/second                                                                                | 34 inches/second                                                                    | 34 inches/second                                                                                   |
| GENERAL FEATURES                 |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Indexing                         | Index strip                                                 | None                                                                                              | Index strip                                                                         | Index strip                                                                                        |
| Digital Counter                  | None                                                        | None                                                                                              | None                                                                                | None                                                                                               |
| Cue Tones                        | None                                                        | None                                                                                              | None                                                                                | None                                                                                               |
| Auto Backspace                   | Optional                                                    | Optional                                                                                          | N/A                                                                                 | Optional                                                                                           |
| Playback Speed Adjust            | None                                                        | Standard                                                                                          | Standard                                                                            | Standard                                                                                           |
| Playback Tone Adjust             | None                                                        | None                                                                                              | None                                                                                | None                                                                                               |
| End-Of-Media Indicator           | Audible tone                                                | —                                                                                                 | Audible tone                                                                        | Audible tone                                                                                       |
| Two-Way Tel Record               | Option                                                      | Option                                                                                            | Option                                                                              | Option                                                                                             |
| DICTATOR FEATURES                |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Microphone Controls              | N/A                                                         | N/A                                                                                               | Start/Stop<br>Record<br>Rewind<br>Mark Letter<br>Mark Instruction                   | N/A                                                                                                |
| Dictator Playback                | N/A                                                         | N/A                                                                                               | Mike & console speakers                                                             | N/A                                                                                                |
| Remote Microphone                | N/A                                                         | N/A                                                                                               | Conference                                                                          | N/A                                                                                                |
| TRANSCRIBER FEATURES             |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Foot Pedal Controls              | Forward/Reverse                                             | Forward/Reverse                                                                                   | N/A                                                                                 | Forward/Reverse                                                                                    |
| Typewriter Console Controls      | None                                                        | None                                                                                              | N/A                                                                                 | None                                                                                               |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Norelco LFH 0084 dictator                                   | Norelco LFH 0097/0098 dictator; 0185/0088/0095 portable recorders; 246/260/RMS-10 central systems | Norelco LFH 0185/0186/0097/0098 transcribers                                        | Norelco LFH 0097/0098 dictators; 0185/0088/0095 portable recorders; 246/260/RMS-10 central systems |
| PHYSICAL FEATURES                |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Weight                           | 9½ lbs.                                                     | 4.4 lbs.                                                                                          | 5.3 lbs.                                                                            | 5.3 lbs.                                                                                           |
| Dimensions (H x W x D)           | 2-7/8" x 7-7/8" x 11½"                                      | 2½" x 6¼" x 9"                                                                                    | 3¼" x 7¾" x 9¾"                                                                     | 3¼" x 7¾" x 9¾"                                                                                    |
| PRICING                          |                                                             |                                                                                                   |                                                                                     |                                                                                                    |
| Purchase                         | \$449*                                                      | \$329                                                                                             | \$399*                                                                              | \$399*                                                                                             |
| Rental/Lease                     | Dealer option                                               | Dealer option                                                                                     | Dealer option                                                                       | Dealer option                                                                                      |
| Servicing                        | Dealer                                                      | Dealer                                                                                            | Dealer                                                                              | Dealer                                                                                             |
| Media Price                      | \$5.50/cassette                                             | \$3.90/mini-cassette                                                                              | \$3.90/mini-cassette                                                                | \$3.90/min-cassette                                                                                |
| Warranty                         | 90 days parts & labor                                       | 90 days parts & labor                                                                             | 90 days parts & labor                                                               | 90 days parts & labor                                                                              |
| First Delivery                   | —                                                           | —                                                                                                 | —                                                                                   | —                                                                                                  |
| REMARKS & OTHER FEATURES         | *Combination LFH 0084 dictator/transcriber priced at \$498. |                                                                                                   | *Combination LFH 0097 dictator/transcriber priced at \$448. Intercom feature (opt.) | *Combination LFH 009 dictator/transcriber priced at \$448. Intercom feature (opt.)                 |



## DeskTop Dictation Units

| COMPANY                        | Norelco                                                                             | Norelco                                                                                            | Sanyo                                                             | Sanyo                                                 |
|--------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------|
| MODEL                          | LFH 0098 Executive Idea Machine                                                     | LFH 0098 Secretary Idea Machine                                                                    | TRC 8000A Memo Scriber                                            | TRC 8010 Memo Scriber                                 |
| UNIT TYPE                      | Dictator                                                                            | Transcriber                                                                                        | Dictator/Transcriber                                              | Transcriber                                           |
| RECORDING MEDIUM               | Mini-cassette                                                                       | Mini-cassette                                                                                      | Cassette                                                          | Cassette                                              |
| MAX RECORD TIME                | 15 minutes                                                                          | 15 minutes                                                                                         | 30 minutes                                                        | 30 minutes                                            |
| RECORDING SPEED                |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Normal Forward                 | 1,573 inches/second                                                                 | 1,573 inches/second                                                                                | 1,875 inches/second                                               | 1,875 inches/second                                   |
| Fast Forward                   | 34 inches/second                                                                    | 34 inches/second                                                                                   | 39.7 inches/second                                                | 39.7 inches/second                                    |
| Reverse                        | 34 inches/second                                                                    | 34 inches/second                                                                                   | 39.7 inches/second                                                | 39.7 inches/second                                    |
| GENERAL FEATURES               |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Indexing                       | Index strip                                                                         | Index strip                                                                                        | None                                                              | N/A                                                   |
| Journal Counter                | None                                                                                | None                                                                                               | Standard                                                          | Length                                                |
| Jan Tones                      | None                                                                                | None                                                                                               | None                                                              | None                                                  |
| Auto Backspace                 | N/A                                                                                 | Optional                                                                                           | Standard                                                          | None                                                  |
| Playback Speed Adjust          | Standard                                                                            | Standard                                                                                           | Standard                                                          | Standard                                              |
| Playback Tone Adjust           | None                                                                                | None                                                                                               | Optional                                                          |                                                       |
| End-of-Media Indicator         | Audible tone                                                                        | Audible tone                                                                                       | Audible tone                                                      | None                                                  |
| Two-Way Tel Record             | Option                                                                              | Option                                                                                             | Optional*                                                         | None                                                  |
| DICTATOR FEATURES              |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Microphone Controls            | Start/Stop<br>Record<br>Rewind<br>Mark Letter<br>Mark Instruction                   | N/A                                                                                                | Start/Stop<br>Record<br>Playback<br>Rewind                        | N/A                                                   |
| Dictator Playback              | Mike & console speaker                                                              | N/A                                                                                                | Microphone speaker                                                | N/A                                                   |
| Remote Microphone              | Conference                                                                          | N/A                                                                                                | Optional                                                          | N/A                                                   |
| TRANSCRIBER FEATURES           |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Foot Pedal Controls            | N/A                                                                                 | Forward/Reverse                                                                                    | Start/Stop<br>Forward/Rewind                                      | Start/Stop                                            |
| Typewriter Console Controls    | N/A                                                                                 | None                                                                                               | None                                                              | None                                                  |
| COMPATIBLE REORDER/TRANSCRIBER | Norelco LFH 0097/0098/0186 transcribers                                             | Norelco LFH 0097/0098 dictators; 0185/0088/0095 portable recorders; 246/260/RMS-10 central systems | Sanyo TRC 8010 transcriber; 1100/1200 portable recorders          | Sanyo TRC 8000A dictator 1100/1200 portable recorders |
| PHYSICAL FEATURES              |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Weight                         | 7.2 lbs.                                                                            | 7.2 lbs.                                                                                           | 8.3 lbs.                                                          | 8.3 lbs.                                              |
| Dimensions (H x W x D)         | 3 1/4" x 9" x 10 1/2"                                                               | 3 1/2" x 9" x 10 1/2"                                                                              | 3-3/16" x 11 1/4" x 9 1/4"                                        | 3-3/16" x 11 1/4" x 9 1/4"                            |
| PRICING                        |                                                                                     |                                                                                                    |                                                                   |                                                       |
| Purchase                       | \$549*                                                                              | \$549*                                                                                             | \$299.95                                                          | \$219.95                                              |
| Rental/Lease                   | Dealer option                                                                       | Dealer option                                                                                      | —                                                                 | —                                                     |
| Servicing                      | Dealer                                                                              | Dealer                                                                                             | Mfr. & dealer                                                     | Mfr. & dealer                                         |
| Media Price                    | \$3.90/mini-cassette                                                                | \$3.90/mini-cassette                                                                               | \$3/cassette                                                      | —                                                     |
| Warranty                       | 90 days parts & labor                                                               | 90 days parts & labor                                                                              | 1-yr. parts/90 days labor                                         | 1-yr. parts/90 days labor                             |
| First Delivery                 | —                                                                                   | —                                                                                                  | July 1973                                                         | July 1973                                             |
| REMARKS & OTHER FEATURES       | *Combination LFH 0098 dictator/transcriber priced at \$598. Intercom feature (std.) | *Combination LFH 0098 dictator/transcriber priced at \$598. Intercom feature (std.)                | *Optional telephone pick-up coil, Sanyo TL-20, available for \$4. |                                                       |

### DeskTop Dictation Units

| COMPANY                          | Sony                                                      | Sony                                                                           | Sony                                                                                        | Sony                                                                                    |
|----------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| MODEL                            | BM-20 Secutive Dictating Unit                             | BM-25A Secutive Transcriber                                                    | BM-34 Secutive Transcriber                                                                  | BM-35D Secutive Dictating Unit                                                          |
| UNIT TYPE                        | Dictator                                                  | Transcriber                                                                    | Transcriber                                                                                 | Dictator                                                                                |
| RECORDING MEDIUM                 | Cassette                                                  | Cassette                                                                       | Cassette                                                                                    | Cassette                                                                                |
| MAX RECORD TIME                  | 45 minutes                                                | 45 minutes                                                                     | 45 minutes                                                                                  | 45 minutes                                                                              |
| RECORDING SPEED                  |                                                           |                                                                                |                                                                                             |                                                                                         |
| Normal Forward                   | 1.875 inches/second                                       | 1.875 inches/second                                                            | 1.875 inches/second                                                                         | 1.875 inches/second                                                                     |
| Fast Forward                     | —                                                         | —                                                                              | —                                                                                           | —                                                                                       |
| Reverse                          | —                                                         | —                                                                              | —                                                                                           | —                                                                                       |
| GENERAL FEATURES                 |                                                           |                                                                                |                                                                                             |                                                                                         |
| Indexing                         | None                                                      | None                                                                           | Index strip                                                                                 | Index strip                                                                             |
| Digital Counter                  | Standard                                                  | Standard                                                                       | None                                                                                        | None                                                                                    |
| Cue Tones                        | Standard                                                  | Standard                                                                       | Standard                                                                                    | Standard                                                                                |
| Auto Backspace                   | None                                                      | Standard                                                                       | Standard                                                                                    | Standard                                                                                |
| Playback Speed Adjust            | None                                                      | Standard                                                                       | Standard                                                                                    | Standard                                                                                |
| Playback Tone Adjust             | None                                                      | Standard                                                                       | Standard                                                                                    | Standard                                                                                |
| End-Of-Media Indicator           | Audible tone                                              | Audible tone                                                                   | Standard                                                                                    | Standard                                                                                |
| Two-Way Tel Record               | Standard                                                  | Standard                                                                       | Audible tone                                                                                | Audible tone                                                                            |
| DICTATOR FEATURES                |                                                           |                                                                                |                                                                                             |                                                                                         |
| Microphone Controls              | Start/Stop/Review Record<br>Cue Letter<br>Cue Instruction | N/A                                                                            | N/A                                                                                         | Start/Stop Record<br>Backspace<br>Mark Letter<br>Mark Instruction                       |
| Dictator Playback                | Mike & console speaker                                    | N/A                                                                            | N/A                                                                                         | Mike & console speaker                                                                  |
| Remote Microphone                | Conference                                                | N/A                                                                            | N/A                                                                                         | —                                                                                       |
| TRANSCRIBER FEATURES             |                                                           |                                                                                |                                                                                             |                                                                                         |
| Foot Pedal Controls              | N/A                                                       | Start/Stop*<br>Backspace                                                       | Start/Stop*<br>Backspace                                                                    | N/A                                                                                     |
| Typewriter Console Controls      | N/A                                                       | Start/Stop*<br>Backspace                                                       | Start/Stop*<br>Backspace                                                                    | N/A                                                                                     |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Sony BM-25A/-34/-35T transcribers                         | Sony BM-20/-35D dictators; -11 portable recorder; RD-50/RDT-50 central systems | Sony BM-35D/-20 dictators; -11 portable recorder; RD-50/RDT-50 central systems              | Sony BM-34/-35T/-25A transcribers                                                       |
| PHYSICAL FEATURES                |                                                           |                                                                                |                                                                                             |                                                                                         |
| Weight                           | 11 lbs.                                                   | 11½ lbs.                                                                       | 15½ lbs.                                                                                    | 16½ lbs.                                                                                |
| Dimensions (H x W x D)           | 4" x 9-5/8" x 11-7/8"                                     | 4" x 9-5/8" x 11-7/8"                                                          | 3¾" x 11¾" x 13"                                                                            | 3¾" x 11¾" x 13"                                                                        |
| PRICING                          |                                                           |                                                                                |                                                                                             |                                                                                         |
| Purchase                         | \$375                                                     | \$375                                                                          | \$509                                                                                       | \$575                                                                                   |
| Rental/Lease                     | Dealer option                                             | Dealer option                                                                  | Dealer option                                                                               | Dealer option                                                                           |
| Servicing                        | Mfgr. & dealer                                            | Mfgr. & dealer                                                                 | Mfgr. & dealer                                                                              | Mfgr. & dealer                                                                          |
| Media Price                      | —                                                         | —                                                                              | —                                                                                           | —                                                                                       |
| Warranty                         | 1-yr. parts/90 days labor                                 | 1-yr. parts/90 days labor                                                      | 1-yr. parts/90 days labor                                                                   | 1-yr. parts/90 days labor                                                               |
| First Delivery                   | September 1974                                            | —                                                                              | —                                                                                           | —                                                                                       |
| REMARKS & OTHER FEATURES         |                                                           | *Choice of foot pedal or typebar control inc. in price.                        | *Choice of foot pedal or typebar control & ear phones inc. in price. BM-34 priced at \$445. | *Combination BM-35A dictator/transcriber inc. microphone stand. BM-35A priced at \$515. |

## DeskTop Dictation Units

| COMPANY                         | Sony                                                                                                                              | Sony                                                                                         | Stenocord                                                                                      | Stenocord                                                                                     |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| MODEL                           | BM-35T Secutive Transcriber                                                                                                       | BM-35A Secutive Dictator/Transcriber                                                         | Model 370/C                                                                                    | Model 390/C                                                                                   |
| UNIT TYPE                       | Transcriber                                                                                                                       | Dictator/Transcriber                                                                         | Dictator/Transcriber                                                                           | Dictator/Transcriber                                                                          |
| RECORDING MEDIUM                | Cassette                                                                                                                          | Cassette                                                                                     | Magnetic belt                                                                                  | Magnetic belt/mini-cassette                                                                   |
| MAX RECORD TIME                 | 45 minutes                                                                                                                        | 45 minutes                                                                                   | 12 or 24 minutes*                                                                              | 12 or 24 minutes<br>1 to 15 minutes                                                           |
| RECORDING SPEED                 |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Normal Forward                  | 1,875 inches/second                                                                                                               | 1,875 inches/second                                                                          | 1,875 inches/second                                                                            | 1,875 inches/second                                                                           |
| Fast Forward                    | —                                                                                                                                 | 37.5 inches/second                                                                           | None                                                                                           | N/A                                                                                           |
| Reverse                         | —                                                                                                                                 | 37.5 inches/second                                                                           | None                                                                                           | N/A                                                                                           |
| GENERAL FEATURES                |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Indexing                        | Index strip                                                                                                                       | Index strip                                                                                  | Index strip                                                                                    | Index strip                                                                                   |
| Countdown Counter               | None                                                                                                                              | None                                                                                         | Time & Length                                                                                  | Time & length                                                                                 |
| Car Tones                       | Standard                                                                                                                          | Standard                                                                                     | None                                                                                           | None                                                                                          |
| Auto Backspace                  | Standard                                                                                                                          | Standard                                                                                     | Optional                                                                                       | Optional                                                                                      |
| Playback Speed Adjust           | Standard                                                                                                                          | Standard                                                                                     | Standard                                                                                       | Standard                                                                                      |
| Playback Tone Adjust            | Standard                                                                                                                          | Standard                                                                                     | Standard                                                                                       | Standard                                                                                      |
| End-of-Media Indicator          | Audible tone                                                                                                                      | Audible tone                                                                                 | Audible tone                                                                                   | Audible tone                                                                                  |
| Two-Way Tell Record             | Standard                                                                                                                          | Standard                                                                                     | Optional                                                                                       | Optional                                                                                      |
| DICTATOR FEATURES               |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Microphone Controls             | N/A                                                                                                                               | Start/Stop<br>Record<br>Playback<br>Mark Letter<br>Mark Instruction                          | Start/Stop<br>Record/Playback<br>Erase<br>Rewind<br>Mark Letter                                | Start/Stop<br>Record/Playback<br>Erase<br>Rewind<br>Mark Letter                               |
| Dictator Playback               | N/A                                                                                                                               | Mike & console speakers                                                                      | Mike/handset/console speakers                                                                  | Mike/handset/console speakers                                                                 |
| Remote Microphone               | N/A                                                                                                                               | —                                                                                            | —                                                                                              | —                                                                                             |
| TRANSCRIBER FEATURES            |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Foot Pedal Controls             | Start/Stop*<br>Backspace                                                                                                          | Forward<br>Rewind                                                                            | Forward<br>Fast forward/scan<br>Rewind                                                         | Forward<br>Rewind                                                                             |
| Typewriter Console Controls     | Start/Stop*<br>Backspace                                                                                                          | —                                                                                            | N/A                                                                                            | N/A                                                                                           |
| COMPATIBLE RE-ORDER/TRANSCRIBER | Sony BM-35D/-20 dictators; -11 portable recorder; RD-50/RDT-50 central systems                                                    | Sony BM-11, TC-55B, TC-44B, portables; BM-34, BM-20, BM-25A, desk-tops; RD-50 central system | Stenocord 390, desk-top; Stenocord 653, central system                                         | Stenocord 90/L/90/77, portables; 370, desk-top; 653 central system                            |
| PHYSICAL FEATURES               |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Weight                          | 16½ lbs.                                                                                                                          | 16½ lbs.                                                                                     | 6.6 lbs.                                                                                       | 6.13 lbs.                                                                                     |
| Dimensions (H x W x D)          | 3¾" x 11¼" x 13"                                                                                                                  | 3¾" x 11¼" x 13"                                                                             | 4" x 12" x 9"                                                                                  | 4" x 12" x 9"                                                                                 |
| PRICING                         |                                                                                                                                   |                                                                                              |                                                                                                |                                                                                               |
| Purchase                        | \$569                                                                                                                             | \$515                                                                                        | \$504*                                                                                         | \$629*                                                                                        |
| Rental/Lease                    | Dealer option                                                                                                                     | Dealer option                                                                                | —                                                                                              | —                                                                                             |
| Servicing                       | Mfgr. & dealer                                                                                                                    | Mfgr. & dealer                                                                               | Mfgr. & dealer                                                                                 | Mfgr. & dealer                                                                                |
| Media Price                     | —                                                                                                                                 | —                                                                                            | \$1.35/belt                                                                                    | \$135/belt; \$3.60/cassette                                                                   |
| Warranty                        | 1-yr. parts/90 days labor                                                                                                         | 1-yr. parts/90 days labor                                                                    | 1-yr. parts/90-days labor                                                                      | 1-yr. parts/90 days labor                                                                     |
| First Delivery                  | —                                                                                                                                 | —                                                                                            | 1974                                                                                           | 1974                                                                                          |
| REMARKS & OTHER FEATURES        | *Choice of foot pedal or typebar control plus ear-phones inc. in price. Combination BM-35A dictatory/transcriber priced at \$515. |                                                                                              | *370/D-\$454, 50: dictator<br>370/T-\$444.50: transcriber<br>370/C-\$504: dictator/transcriber | *390/D-\$579.50: dictator<br>390/T-\$569.50: transcriber<br>390/C-\$629: dictator/transcriber |

## DeskTop Dictation Units

| COMPANY                          | Stenocord                                             | Stenocord                                                                                     | Uher                                                                                              |  |
|----------------------------------|-------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--|
| MODEL                            | Model 78/T                                            | Model 79/C                                                                                    | Universal 5000                                                                                    |  |
| UNIT TYPE                        | Transcriber                                           | Dictator/Transcriber                                                                          | Dictator/Transcriber                                                                              |  |
| RECODING MEDIUM                  | Mini-cassette                                         | Mini-cassette                                                                                 | Open-reel                                                                                         |  |
| MAX RECORD TIME                  | 2 to 15 minutes                                       | 2 to 15 minutes                                                                               | 8 hours                                                                                           |  |
| RECORDING SPEED                  |                                                       |                                                                                               |                                                                                                   |  |
| Normal Forward                   | 1.64 inches/second                                    | 1.64 inches/second                                                                            | 15/16 inches/second*                                                                              |  |
| Fast Forward                     | 4.92 inches/second                                    | 4.92 inches/second                                                                            | —                                                                                                 |  |
| Reverse                          | 16.40 inches/second                                   | 16.40 inches/second                                                                           | —                                                                                                 |  |
| GENERAL FEATURES                 |                                                       |                                                                                               |                                                                                                   |  |
| Indexing                         | None                                                  | None                                                                                          | None                                                                                              |  |
| Digital Counter                  | None                                                  | None                                                                                          | Standard                                                                                          |  |
| Cue Tones                        | None                                                  | None                                                                                          | —                                                                                                 |  |
| Auto Backspace                   | Optional                                              | Optional                                                                                      | Standard                                                                                          |  |
| Playback Speed Adjust            | Standard                                              | Standard                                                                                      | None                                                                                              |  |
| Playback Tone Adjust             | Standard                                              | None                                                                                          | Standard                                                                                          |  |
| End-Of-Media Indicator           | Audible tone                                          | Audible tone                                                                                  | None                                                                                              |  |
| Two-Way Tel Record               | —                                                     | —                                                                                             | Optional                                                                                          |  |
| DICTATOR FEATURES                |                                                       |                                                                                               |                                                                                                   |  |
| Microphone Controls              | N/A                                                   | Start/Stop<br>Record<br>Playback<br>Erase<br>Rewind                                           | Start/Stop**<br>Record<br>Playback                                                                |  |
| Dictator Playback                | Console speaker                                       | Mike/handset/console speakers                                                                 | Microphone                                                                                        |  |
| Remote Microphone                | —                                                     |                                                                                               | Optional                                                                                          |  |
| TRANSCRIBER FEATURES             |                                                       |                                                                                               |                                                                                                   |  |
| Foot Pedal Controls              | Forward<br>Rewind                                     | Forward<br>Rewind                                                                             | Start/Stop<br>Rewind                                                                              |  |
| Typewriter Console Controls      | N/A                                                   | —                                                                                             | Optional                                                                                          |  |
| COMPATIBLE RE-CORDER/TRANSCRIBER | Stenocord 77, 90, 90/L, portables; 79, 390, desk-tops | Stenocord 77, 90, 90/L, portables; Stenocord 78/T 390, desk-tops                              |                                                                                                   |  |
| PHYSICAL FEATURES                |                                                       |                                                                                               |                                                                                                   |  |
| Weight                           | 3.5 lbs.                                              | 3.5 lbs.                                                                                      | 16 lbs.                                                                                           |  |
| Dimensions (H x W x D)           | 2¼" x 7½" x 7-7/8"                                    | 2¼" x 7½" x 7-7/8"                                                                            | 6" x 10" x 13"                                                                                    |  |
| PRICING                          |                                                       |                                                                                               |                                                                                                   |  |
| Purchase                         | \$305                                                 | \$394.50*                                                                                     | \$561.50                                                                                          |  |
| Rental/Lease                     | —                                                     | —                                                                                             | —                                                                                                 |  |
| Servicing                        | Mfgr. & dealer                                        | Mfgr. & dealer                                                                                | —                                                                                                 |  |
| Media Price                      | \$3.60/mini-cassette                                  | \$3.60/mini-cassette                                                                          | —                                                                                                 |  |
| Warranty                         | 1-yr. parts/90-days labor                             | 1-yr. parts/90 days labor                                                                     | —                                                                                                 |  |
| First Delivery                   | 1974                                                  | 1974                                                                                          | —                                                                                                 |  |
| REMARKS & OTHER FEATURES         |                                                       | * 79/D-\$349.50:dictator<br>79/T-\$349.50:transcriber.<br>79/C-\$394.50:dictator/transcriber. | * Universal 5000 has 3 tape speeds for various usage.<br>**Microphone not included in unit price. |  |



## Portable Dictation Units

| COMPANY                    | Courterport                                                     | Craig                                                  | Craig                                                  |  |
|----------------------------|-----------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------|--|
| MODEL                      | Model RAD 7                                                     | 2625 Electronic Notebook                               | 2629 Hand-Held Cassette Recorder                       |  |
| PHYSICAL FEATURES          |                                                                 |                                                        |                                                        |  |
| Weight                     | 12 oz.                                                          | 1.1 lbs.                                               | 1.1 lbs.                                               |  |
| Dimension (H x W x D)      | 5 1/4" x 2 1/2" x 1-1/8"                                        | 5" x 3 1/4" x 1 1/4"                                   | 4-5/8" x 6-7/8" x 2"                                   |  |
| Hand Grip                  | Carrying strap loop                                             | Carrying strap loop                                    | Carrying strap loop                                    |  |
| RECORDING MEDIUM           | Micro-cassette                                                  | Cassette                                               | Cassette                                               |  |
| MAX RECORD TIME            | 30 minutes                                                      | 30 minutes                                             | 30 minutes                                             |  |
| RECORDING SPEED            |                                                                 |                                                        |                                                        |  |
| Normal Forward             | 15/16 inches/second                                             | 1,875 inches/second                                    | 1,875 inches/second                                    |  |
| Fast Forward               | —                                                               | 33.75 inches/second                                    | 33.75 inches/second                                    |  |
| Reverse                    | —                                                               | 33.75 inches/second                                    | 33.75 inches/second                                    |  |
| GENERAL FEATURES           |                                                                 |                                                        |                                                        |  |
| Indexing                   | N/A                                                             | None                                                   | None                                                   |  |
| Digital Counter            | N/A                                                             | Standard                                               | Standard                                               |  |
| Auto Tones                 | N/A                                                             | None                                                   | None                                                   |  |
| End-Of-Media Indicator     | N/A                                                             | Tone & auto-stop                                       | Auto-stop                                              |  |
| Media-Not-Loaded Indicator | N/A                                                             | None                                                   | None                                                   |  |
| Battery Test Indicator     | Light                                                           | Standard                                               | Standard                                               |  |
| CONTROLS                   |                                                                 |                                                        |                                                        |  |
| Playback Volume            | Standard                                                        | Standard                                               | Standard                                               |  |
| Playback Tone              | None                                                            | None                                                   | None                                                   |  |
| Recording Level            | Automatic                                                       | Automatic                                              | Automatic                                              |  |
| Pause                      | Standard                                                        | Standard                                               | Standard                                               |  |
| Dictation                  | Start/Stop                                                      | Record/Edit                                            | Stop                                                   |  |
|                            | Record                                                          | Play                                                   | Play                                                   |  |
|                            | Playback                                                        | Rewind/Review                                          | Record                                                 |  |
|                            | Rewind                                                          | Fast Forward                                           | Fast Forward                                           |  |
|                            | Cueing                                                          |                                                        | Rewind                                                 |  |
|                            | Review                                                          |                                                        |                                                        |  |
| COMPATIBLE TRANSCRIBER     | —                                                               | Craig 2706A                                            | Craig 2706A                                            |  |
| ACCESSORIES                |                                                                 |                                                        |                                                        |  |
| Carrying Case              | Optional                                                        | Standard                                               | Standard                                               |  |
| Earphone                   | Standard                                                        | Standard                                               | Optional (headset)                                     |  |
| External Microphone        | Optional*                                                       | Optional                                               | Optional                                               |  |
| Telephone Pickup           | Optional                                                        | Optional                                               | Optional                                               |  |
| AC Adapter                 | Standard                                                        | Standard (charger)                                     | Standard                                               |  |
| Rechargeable Battery       | N/A                                                             | Standard                                               | Optional                                               |  |
| BATTERY OPERATION          |                                                                 |                                                        |                                                        |  |
| Battery Size & No.         | 2 "AA"                                                          | Rechargeable battery                                   | 4 "AA" size                                            |  |
| Average Lifetime           | 4 1/2 hours                                                     | —                                                      | —                                                      |  |
| PRICING                    |                                                                 |                                                        |                                                        |  |
| Purchase                   | \$339.95                                                        | \$149.95                                               | \$69.95                                                |  |
| Rental/Lease               | —                                                               | None                                                   | None                                                   |  |
| Shipping                   | Mfr. & dealer                                                   | Mfr. & dealer                                          | Mfr. & dealer                                          |  |
| Media Price                | \$2.95/micro-cassette                                           | —                                                      | —                                                      |  |
| Warranty                   | 90 days parts & labor                                           | 90 days parts & labor                                  | 90 days parts & labor                                  |  |
| First Delivery             | February 1976                                                   | —                                                      | —                                                      |  |
| REMARKS & OTHER FEATURES   | *Pen and pencap switches with clips to hang on pockets—\$99.95. | Other options inc. foot-switch & aux. recording cords. | Other options inc. foot-switch & aux. recording cords. |  |

# Portable Dictation Units

| COMPANY                     | DeJur-Amsco                                 | DeJur-Amsco                                                         | DeJur-Grundig             |  |
|-----------------------------|---------------------------------------------|---------------------------------------------------------------------|---------------------------|--|
| MODEL                       | Stenorette Execumate                        | Citation DEJ-33                                                     | Model 2050                |  |
| PHYSICAL FEATURES           |                                             |                                                                     |                           |  |
| Weight                      | 1½ lbs.                                     | 2½ lbs.                                                             | 13 oz.                    |  |
| Dimension (H x W x D)       | —                                           | 6-3/8" x 3-7/8" x 1-7/8"                                            | 6-1/8" x 2-7/8" x 1-3/8"  |  |
| Hand Grip                   | Carrying strap loop                         | —                                                                   | Carrying strap loop       |  |
| RECORDING MEDIUM            | Special cassette                            | Cassette                                                            | Mini-cassette             |  |
| MAX RECORD TIME             | 30 minutes                                  | 30 minutes                                                          | 30 minutes                |  |
| RECORDING SPEED             |                                             |                                                                     |                           |  |
| Normal Forward              | —                                           | 1,875 inches/second                                                 | 1,875 inches/second       |  |
| Fast Forward                | —                                           | —                                                                   | —                         |  |
| Reverse                     | —                                           | —                                                                   | —                         |  |
| GENERAL FEATURES            |                                             |                                                                     |                           |  |
| Indexing                    | Index strip                                 | None                                                                | Integrated indexing       |  |
| Digital Counter             | None                                        | Standard                                                            | None                      |  |
| Cue Tones                   | None                                        | Standard                                                            | —                         |  |
| End-Of-Media Indicator      | —                                           | —                                                                   | Audible tone/visual       |  |
| Media-Not-Loaded Indicator  | —                                           | —                                                                   | Audible tone              |  |
| Battery Test Indicator      | Standard                                    | Standard                                                            | Blinking red record light |  |
| CONTROLS                    |                                             |                                                                     |                           |  |
| Playback Volume             | Standard                                    | Standard                                                            | Standard                  |  |
| Playback Tone               | None                                        | None                                                                | None                      |  |
| Recording Level             | Automatic                                   | Automatic                                                           | Automatic                 |  |
| Pause                       | Standard                                    | Standard                                                            | None                      |  |
| Dictation                   | Start/Stop<br>Rewind                        | Start<br>Record<br>Stop-Eject<br>Fast Forward/Pause/Re-<br>wind/Cue | Start/Stop                |  |
| COMPATIBLE<br>TRANSCRIBER   | DeJur Stenorette Ex-<br>ecutive transcriber | DeJur Citation DeJ-30T/<br>-31                                      | Executive                 |  |
| ACCESSORIES                 |                                             |                                                                     |                           |  |
| Carrying Case               | Optional                                    | Standard                                                            | Standard                  |  |
| Earphone                    | Optional                                    | Standard                                                            | Optional                  |  |
| External Microphone         | None                                        | Optional                                                            | Optional                  |  |
| Telephone Pickup            | None                                        | None                                                                | —                         |  |
| AC Adapter                  | Optional                                    | Optional                                                            | Optional                  |  |
| Rechargeable Battery        | None                                        | None                                                                | Optional                  |  |
| BATTERY OPERATION           |                                             |                                                                     |                           |  |
| Battery Size & No.          | 3 "AA" size                                 | 4 "AA" size                                                         | 3 "AA" size               |  |
| Average Lifetime            | 12 hours                                    | 2.5 hours                                                           | 24 hours                  |  |
| PRICING                     |                                             |                                                                     |                           |  |
| Purchase                    | \$149.50                                    | \$149.50                                                            | \$225                     |  |
| Rental/Lease                | None                                        | None                                                                | —                         |  |
| Servicing                   | —                                           | —                                                                   | Dealer                    |  |
| Media Price                 | —                                           | —                                                                   | —                         |  |
| Warranty                    | —                                           | —                                                                   | 1-yr. parts/3 mo. labor   |  |
| First Delivery              | —                                           | —                                                                   | July 1976                 |  |
| REMARKS &<br>OTHER FEATURES | Other options inc.<br>footswitch.           |                                                                     |                           |  |

## Portable Dictation Units

| COMPANY                  | Dictaphone            | Dictaphone                                               | Dictaphone            | Dictaphone                                                                         |
|--------------------------|-----------------------|----------------------------------------------------------|-----------------------|------------------------------------------------------------------------------------|
| MODEL                    | 1110 (Model 10)       | 2100 (Dictasette 210)                                    | 8501 (Series 850)     | Travel Master 2200/2201* (Model 220)                                               |
| PHYSICAL FEATURES        |                       |                                                          |                       |                                                                                    |
| Weight                   | 0.6 lbs.              | 1.6 lbs.                                                 | 5 lbs.                | 20 oz.                                                                             |
| Dimensions (H x W x D)   | 5" x 2 3/4" x 1 1/4"  | 6 1/2" x 4 1/4" x 1 1/4"                                 | 9" x 6" x 2"          | 5-1/8" x 3-1/8" x 1 1/4"                                                           |
| Carrying Strap           | None                  | Carrying strap loop                                      | None                  | Carrying strap loop                                                                |
| RECORDING MEDIUM         | Mini-cassette         | Cassette                                                 | Plastic belt          | Cassette                                                                           |
| MAX RECORD TIME          | 15 minutes            | 30 minutes                                               | 15 minutes            | 30 minutes                                                                         |
| RECORDING SPEED          |                       |                                                          |                       |                                                                                    |
| Normal Forward           | 1,875 inches/second   | 1,875 inches/second                                      | —                     | 1-7/8 inches/second                                                                |
| Fast Forward             | None                  | 26 inches/second                                         | —                     | 38 inches/second                                                                   |
| Reverse                  | 22.5 inches/second    | 21 inches/second                                         | —                     | 38 inches/second                                                                   |
| GENERAL FEATURES         |                       |                                                          |                       |                                                                                    |
| Timing                   | None                  | None                                                     | Index strip           | Electronic                                                                         |
| Reel Counter             | None                  | Standard                                                 | None                  | Standard                                                                           |
| Auto-Tone                | None                  | None                                                     | None                  | Standard                                                                           |
| Low-Battery Indicator    | Audible tone          | Auto-stop                                                | Audible click         | Audible tone/visual                                                                |
| Auto-Stop Indicator      | Audible tone          | Mechanical lock-out                                      | Audible tone          | Lock-out                                                                           |
| Low Battery Indicator    | None                  | Low charge lamp                                          | Standard              | LED                                                                                |
| CONTROLS                 |                       |                                                          |                       |                                                                                    |
| Back Volume              | Standard              | Standard                                                 | Standard              | Standard                                                                           |
| Back Tone                | None                  | None                                                     | None                  | None                                                                               |
| Recording Level          | Automatic             | Automatic                                                | Automatic             | Automatic                                                                          |
| Auto                     | Standard              | Standard                                                 | Standard              | Standard                                                                           |
| Operation                | Forward/Stop/Rewind   | Stop                                                     | Start/Stop            | Start/Stop                                                                         |
|                          | Record/Playback       | Play                                                     | Record                | Record                                                                             |
|                          |                       | Record                                                   |                       | Playback                                                                           |
|                          |                       | Rewind                                                   |                       | Erase                                                                              |
|                          |                       | Fast Forward                                             |                       | Rewind/Cue                                                                         |
| COMPATIBLE TRANSCRIBER   | Dictaphone 1111       | Dictaphone 2512                                          | Dictaphone 8521       | 2612-desk-top<br>System 193-central                                                |
| ACCESSORIES              |                       |                                                          |                       |                                                                                    |
| Carrying Case            | Optional              | Standard                                                 | Optional              | Standard                                                                           |
| Carrying Case            | Optional              | Standard                                                 | None                  | Optional                                                                           |
| External Microphone      | Optional              | Standard                                                 | Standard              | Optional                                                                           |
| Telephone Pickup         | —                     | Optional                                                 | —                     | —                                                                                  |
| C Adapter                | None                  | Optional                                                 | Optional              | Standard                                                                           |
| Rechargeable Battery     | None                  | Optional                                                 | Standard              | Standard                                                                           |
| BATTERY OPERATION        |                       |                                                          |                       |                                                                                    |
| Battery Size & No.       | 9V transistor-type    | 4 "AA" size                                              | Rechargeable battery  | 4 "AA" size                                                                        |
| Average Lifetime         | 10 hours              | 6 hours                                                  | 4 hours/charge        | 4 hours                                                                            |
| PRICING                  |                       |                                                          |                       |                                                                                    |
| Purchase                 | \$165                 | \$165                                                    | \$575                 | \$200-\$230**                                                                      |
| Rental/Lease             | —                     | —                                                        | —                     | —                                                                                  |
| Financing                | Mfr. & dealer         | Mfr. & dealer                                            | Mfr. & dealer         | Mfr. & dealer                                                                      |
| Media Price              | \$4.33/mini-cassette  | \$1.75 to \$2.65/cassette                                | 20¢-30¢/belt          | —                                                                                  |
| Warranty                 | 90 days parts & labor | 90 days parts & labor                                    | 90 days parts & labor | 90 days parts & labor                                                              |
| Fast Delivery            | June 1972             | June 1975                                                | January 1970          | January 1976                                                                       |
| REMARKS & OTHER FEATURES |                       | Other option inc. foot-switch.<br>See Report S15-379-501 |                       | *2200-Ni-cad with quick autochanger; 2201-al-kaline.<br>**2200-\$200<br>2201-\$230 |

# Portable Dictation Units

| COMPANY                    | Dictran               | Dictran                   | Karl Heitz                                                                                                        | Hermes                                                                                                                                                                                        |
|----------------------------|-----------------------|---------------------------|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MODEL                      | Doro 701              | Doro 710                  | Fi-Cord 400/404                                                                                                   | Compur Deluxe                                                                                                                                                                                 |
| PHYSICAL FEATURES          |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Weight                     | 1½ lbs.               | 10½ oz.                   | 1.7 lbs.                                                                                                          | 5/8 lbs.                                                                                                                                                                                      |
| Dimension (H x W x D)      | 6¾" x 4-1/8" x 1-5/8" | 5½" x 2-5/8" x 1-3/8"     | 6¾" x 3¼" x 1-5/8"                                                                                                | 6" x 2" x 1-1/8"                                                                                                                                                                              |
| Hand Grip                  | None                  | None                      | None                                                                                                              | None                                                                                                                                                                                          |
| RECORDING MEDIUM           | Cassette              | Mini-cassette             | Magnetic tape reel                                                                                                | Mini-cassette                                                                                                                                                                                 |
| MAX RECORD TIME            | 30 minutes            | 15 minutes                | 24 minutes                                                                                                        | 15 minutes                                                                                                                                                                                    |
| RECORDING SPEED            |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Normal Forward             | 1.875 inches/second   | 1.8 inches/second         | 1.875 inches/second                                                                                               | 1.5 inches/second                                                                                                                                                                             |
| Fast Forward               | —                     | 30 inches/second          | None                                                                                                              | 7.5 inches/second                                                                                                                                                                             |
| Reverse                    | —                     | 11 inches/second          | —                                                                                                                 | 6.5 inches/second                                                                                                                                                                             |
| GENERAL FEATURES           |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Indexing                   | None                  | None                      | Index strip*                                                                                                      | None*                                                                                                                                                                                         |
| Digital Counter            | Standard              | None                      | Standard                                                                                                          | None                                                                                                                                                                                          |
| Cue Tones                  | None                  | —                         | None                                                                                                              | None                                                                                                                                                                                          |
| End-Of-Media Indicator     | —                     | Visual display            | Audible tone                                                                                                      | None                                                                                                                                                                                          |
| Media-Not-Loaded Indicator | —                     | None                      | None                                                                                                              | None                                                                                                                                                                                          |
| Battery Test Indicator     | Standard              | None                      | Standard                                                                                                          | None**                                                                                                                                                                                        |
| CONTROLS                   |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Playback Volume            | Standard              | Standard                  | Standard                                                                                                          | Standard                                                                                                                                                                                      |
| Playback Tone              | None                  | —                         | None                                                                                                              | None                                                                                                                                                                                          |
| Recording Level            | Automatic             | Standard                  | Automatic                                                                                                         | Automatic                                                                                                                                                                                     |
| Pause                      | Standard              | Standard                  | None                                                                                                              | Standard                                                                                                                                                                                      |
| Dictation                  | Play/Stop/Review      | Start/Stop                | Start/Stop                                                                                                        | Start/Stop                                                                                                                                                                                    |
|                            | Record                | Record                    | Record                                                                                                            | Record                                                                                                                                                                                        |
|                            | Fast Forward          | Playback                  | Playback                                                                                                          | Playback                                                                                                                                                                                      |
|                            |                       | Erase                     |                                                                                                                   | Rewind                                                                                                                                                                                        |
|                            |                       | Rewind                    |                                                                                                                   |                                                                                                                                                                                               |
| COMPATIBLE TRANSCRIBER     | Dictran Doro 702T     | Doro 705                  | Karl Heitz Fi-Cord 302                                                                                            | Hermes Compur Standard 50/Criterion 51/Executive 380                                                                                                                                          |
| ACCESSORIES                |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Carrying Case              | —                     | Standard                  | Optional                                                                                                          | Standard                                                                                                                                                                                      |
| Earphone                   | Optional              | Standard                  | Optional                                                                                                          | Optional                                                                                                                                                                                      |
| External Microphone        | Optional              | None                      | Optional                                                                                                          | Optional                                                                                                                                                                                      |
| Telephone Pickup           | —                     | —                         | Optional                                                                                                          | Optional                                                                                                                                                                                      |
| AC Adapter                 | Optional              | None                      | None                                                                                                              | Optional                                                                                                                                                                                      |
| Rechargeable Battery       | None                  | None                      | None                                                                                                              | Optional                                                                                                                                                                                      |
| BATTERY OPERATION          |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Battery Size & No.         | 4 "AA" size           | 3 9V & AA cell            | 3 "AA" size                                                                                                       | 9 V transistor-type                                                                                                                                                                           |
| Average Lifetime           | —                     | 6 hours                   | —                                                                                                                 | 20 hours                                                                                                                                                                                      |
| PRICING                    |                       |                           |                                                                                                                   |                                                                                                                                                                                               |
| Purchase                   | \$65                  | \$65                      | \$299.95                                                                                                          | \$89.95                                                                                                                                                                                       |
| Rental/Lease               | None                  | —                         | None                                                                                                              | None                                                                                                                                                                                          |
| Servicing                  | Dealer                | Mfrg. & dealer            | Dealer-Importer                                                                                                   | Mfrg. & dealer                                                                                                                                                                                |
| Media Price                | —                     | —                         | \$4.98/reel                                                                                                       | \$3.90/mini-cassette                                                                                                                                                                          |
| Warranty                   | —                     | 1-yr. parts/90 days labor | 1 year parts                                                                                                      | 1-yr. parts/90 days labor                                                                                                                                                                     |
| First Delivery             | January 1975          | February 1975             | —                                                                                                                 | April 1974                                                                                                                                                                                    |
| REMARKS & OTHER FEATURES   |                       |                           | *Hand-marked w. digital counter notations. Other options inc. transcribing stand w. speaker, controls & earpiece. | *Cassette contains scale marks indicating tape position. **Low playback volumes signifies low battery condition. ***Price inc. rechargeable battery & charge substitute: Optional trans. kit. |



## Portable Dictation Units

| COMPANY                    | IBM                                                                                                              | Lanier                                                                | Lanier                                                                                   | Memocord                                                                                                                                                                                              |
|----------------------------|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MODEL                      | 6:5 Portable Recorder                                                                                            | VIP/C II                                                              | Pocket Secretary MS-60A                                                                  | K-70                                                                                                                                                                                                  |
| PHYSICAL FEATURES          |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Weight                     | 1.4 lbs.                                                                                                         | 1.8 lbs.                                                              | 0.8 lbs.                                                                                 | 0.7 lbs.                                                                                                                                                                                              |
| Dimension (H x W x D)      | 6½" x 4" x 1-5/8"                                                                                                | 7½" x 2" x 4"                                                         | 5½" x 2½" x 1.1"                                                                         | 5½" x 3" x 1"                                                                                                                                                                                         |
| Strap/Grip                 | Carrying strap grip                                                                                              | Carrying strap grip                                                   | Carrying strap grip                                                                      | Carrying strap grip                                                                                                                                                                                   |
| RECORDING MEDIUM           | Magnetic disc                                                                                                    | Cassette                                                              | Micro-cassette                                                                           | Special cassette*                                                                                                                                                                                     |
| MAX RECORD TIME            | 6 minutes*                                                                                                       | 30 minutes                                                            | 30 minutes                                                                               | 45 minutes                                                                                                                                                                                            |
| RECORDING SPEED            |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Normal Forward             | 1 inch/second                                                                                                    | 1.875 inches/second                                                   | 15/16 inches/second                                                                      | 2 inches/second                                                                                                                                                                                       |
| Fast Forward               | None                                                                                                             | 21.4 inches/second                                                    | 11.25 inches/second                                                                      | None                                                                                                                                                                                                  |
| Reverse                    | 3 to 7½ inches/second                                                                                            | 21.4 inches/second                                                    | 11.25 inches/second                                                                      | 10 inches/second                                                                                                                                                                                      |
| GENERAL FEATURES           |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Indexing                   | None                                                                                                             | Index strip*                                                          | None                                                                                     | Cassette strip**                                                                                                                                                                                      |
| Replay Counter             | None**                                                                                                           | Standard                                                              | None                                                                                     | Cassette counter***                                                                                                                                                                                   |
| Low Tone                   | Standard                                                                                                         | Standard                                                              | None                                                                                     | None                                                                                                                                                                                                  |
| End-of-Media Indicator     | Audible tone                                                                                                     | Auto-stop                                                             | Audible tone                                                                             | Lamp                                                                                                                                                                                                  |
| Media-Not-Loaded Indicator | Audible tone                                                                                                     | Mechanical lock-out                                                   | Mechanical lock-out                                                                      | Mechanical lock-out                                                                                                                                                                                   |
| Battery Test Indicator     | Standard                                                                                                         | Standard                                                              | Standard                                                                                 | Standard                                                                                                                                                                                              |
| CONTROLS                   |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Replay Volume              | Standard                                                                                                         | Standard                                                              | Standard                                                                                 | Standard                                                                                                                                                                                              |
| Replay Tone                | None                                                                                                             | None                                                                  | None                                                                                     | None                                                                                                                                                                                                  |
| Recording Level            | Automatic                                                                                                        | Automatic                                                             | Automatic                                                                                | Manual                                                                                                                                                                                                |
| Run                        | Standard                                                                                                         | Standard                                                              | Standard                                                                                 | Standard                                                                                                                                                                                              |
| Dictation                  | Record/Stop/Listen/<br>Review/End Cue/Instr.<br>Cue (single control)                                             | Pause/Start/Stop<br>Record<br>Listen<br>Fast Forward<br>Rewind<br>Cue | Start/Stop<br>Record<br>Playback<br>Rewind/Fast Forward                                  | Start/Stop<br>Record<br>Rewind                                                                                                                                                                        |
| COMPATIBLE TRANSCRIBER     | IBM 6:5 282                                                                                                      | Lanier Edisette VIP &<br>1977 cassette transcriber                    | Lanier Edisette VIP &<br>1977 microcassette transcribers & microcassette transcriber MCT | Memocord Secretary &<br>Continental                                                                                                                                                                   |
| ACCESSORIES                |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Carrying Case              | None                                                                                                             | Standard                                                              | Optional                                                                                 | Optional                                                                                                                                                                                              |
| Telephone                  | None                                                                                                             | Optional                                                              | Optional                                                                                 | Optional                                                                                                                                                                                              |
| Internal Microphone        | None                                                                                                             | Optional                                                              | Optional                                                                                 | Optional                                                                                                                                                                                              |
| Telephone Pickup           | None                                                                                                             | Optional                                                              | Optional                                                                                 | Optional                                                                                                                                                                                              |
| IC Adapter                 | Standard (charger)                                                                                               | Standard (charger)                                                    | None                                                                                     | None                                                                                                                                                                                                  |
| Rechargeable Battery       | Standard                                                                                                         | Standard                                                              | Optional*                                                                                | None                                                                                                                                                                                                  |
| BATTERY OPERATION          |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Battery Size & No.         | Rechargeable battery                                                                                             | Rechargeable battery**                                                | 2 "AA" size                                                                              | 3 "AA" size                                                                                                                                                                                           |
| Average Lifetime           | —                                                                                                                | 4½ hours/charge                                                       | 4½ hours                                                                                 | 10 hours                                                                                                                                                                                              |
| PRICING                    |                                                                                                                  |                                                                       |                                                                                          |                                                                                                                                                                                                       |
| Purchase                   | \$575                                                                                                            | \$179                                                                 | \$215                                                                                    | \$199.50                                                                                                                                                                                              |
| Rental/Lease               | \$28/mo. (2½-yr.)                                                                                                | —                                                                     | —                                                                                        | Dealer option                                                                                                                                                                                         |
| Financing                  | Mfgr. \$48/yr.                                                                                                   | Mfgr. & dealer                                                        | Mfgr. & dealer                                                                           | Mfgr. & dealer                                                                                                                                                                                        |
| Retail Price               | 40¢/mag belt                                                                                                     | \$2.90/cassette                                                       | \$3.50/micro-cassette                                                                    | \$7.50/\$10.00****                                                                                                                                                                                    |
| Warranty                   | 90 days parts & labor                                                                                            | 90 days parts & labor                                                 | 90 days parts & labor                                                                    | 90 days                                                                                                                                                                                               |
| Free Delivery              | Winter 1975                                                                                                      | December 1973                                                         | January 1975                                                                             | September 1971                                                                                                                                                                                        |
| REMARKS & OTHER FEATURES   | *Portable holds 25 discs (2½ hours) which are hand-changed by user.<br>**Scale denotes minutes recorded on disc. | *Hand notations. **May also be operated by 4 "AA" size batteries.     | *Ni-cad battery charger \$20.<br>See Report S15-564-501                                  | *Comes w. integral scale or counter. **Handmarked on cassette strip. ***On counter cassette. ****Scale or counter cassette prices; lower capacity/cost cassettes available.<br>See Report S15-618-501 |

## Portable Dictation Units

| COMPANY                    | Memocord                                                                                                                                                                     | Norelco                      | Norelco                        | Norelco                    |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------|----------------------------|
| MODEL                      | K-77 Mini                                                                                                                                                                    | LFH 0185 Pocket Idea Machine | LFH 0088 Portable Idea Machine | LFH 0095 Executive         |
| PHYSICAL FEATURES          |                                                                                                                                                                              |                              |                                |                            |
| Weight                     | 12½ oz.                                                                                                                                                                      | .6 lbs.                      | 1.2 lbs.                       | 0.5 lbs.                   |
| Dimension (H x W x D)      | 1-1/8" x 2-1/8" x 4½"                                                                                                                                                        | 4¾" x 2¾" x 1½"              | 7" x 3" x 1½"                  | 4¾" x 2¼" x 7/8"           |
| Hand Grip                  | Carrying strap loop                                                                                                                                                          | Carrying strap loop          | Carrying strap loop            | None                       |
| RECORDING MEDIUM           | Special cassette*                                                                                                                                                            | Mini-cassette                | Mini-cassette                  | Mini-cassette              |
| MAX RECORD TIME            | 45 minutes                                                                                                                                                                   | 15 minutes                   | 15 minutes                     | 15 minutes                 |
| RECORDING SPEED            |                                                                                                                                                                              |                              |                                |                            |
| Normal Forward             | 2 inches/second                                                                                                                                                              | 1.573 inches/second          | 1.573 inches/second            | 1.573 inches/second        |
| Fast Forward               | 6 inches/second                                                                                                                                                              | None                         | 10 inches/second               | None                       |
| Reverse                    | 20 inches/second                                                                                                                                                             | 15 inches/second             | 10 inches/second               | 15 inches/second           |
| GENERAL FEATURES           |                                                                                                                                                                              |                              |                                |                            |
| Indexing                   | Cassette strip**                                                                                                                                                             | None                         | Index strip                    | None                       |
| Digital Counter            | Cassette counter***                                                                                                                                                          | None                         | None                           | None                       |
| Cue Tones                  | None                                                                                                                                                                         | None                         | None                           | None                       |
| End-Of-Media Indicator     | Audible tone                                                                                                                                                                 | Audible tone                 | Audible tone                   | Audible tone               |
| Media-Not-Loaded Indicator | Mechanical lock-out                                                                                                                                                          | Lamp                         | Audible tone                   | Audible tone               |
| Battery Test Indicator     | Standard                                                                                                                                                                     | Standard                     | Standard                       | Standard                   |
| CONTROLS                   |                                                                                                                                                                              |                              |                                |                            |
| Playback Volume            | Standard                                                                                                                                                                     | Standard                     | Standard                       | Standard                   |
| Playback Tone              | None                                                                                                                                                                         | None                         | None                           | None                       |
| Recording Level            | Automatic                                                                                                                                                                    | Automatic                    | Automatic                      | Automatic                  |
| Pause                      | Standard                                                                                                                                                                     | Standard                     | Standard                       | Standard                   |
| Dictation                  | Record                                                                                                                                                                       | Record                       | Start/Stop                     | Start/Stop                 |
|                            | Forward/Fast Forward                                                                                                                                                         | Playback                     | Rewind                         | Reverse                    |
|                            | Rewind                                                                                                                                                                       | Reverse                      | Fast Forward                   | Record                     |
|                            |                                                                                                                                                                              |                              | Index Letter/Instr.            |                            |
| COMPATIBLE TRANSCRIBER     | Memocord Secretary & Continental                                                                                                                                             | Norelco LFH 0186/0097/0098   | Norelco LFH 0186/0097/0098     | Norelco LFH 0186/0097/0098 |
| ACCESSORIES                |                                                                                                                                                                              |                              |                                |                            |
| Carrying Case              | Optional                                                                                                                                                                     | Optional                     | Standard                       | None                       |
| Earphone                   | Optional                                                                                                                                                                     | Optional                     | Optional                       | None                       |
| External Microphone        | Optional                                                                                                                                                                     | Optional (conference)        | Optional (conference)          | None                       |
| Telephone Pickup           | Optional                                                                                                                                                                     | Optional                     | Optional                       | None                       |
| AC Adapter                 | Optional                                                                                                                                                                     | Optional                     | Optional                       | None                       |
| Rechargeable Battery       | None                                                                                                                                                                         | None                         | None                           | None                       |
| BATTERY OPERATION          |                                                                                                                                                                              |                              |                                |                            |
| Battery Size & No.         | 3 "AA" size                                                                                                                                                                  | 9V transistor-type           | 9V transistor-type             | 9V transistor-type         |
| Average Lifetime           | 10 hours                                                                                                                                                                     | 10 hours                     | 10 hours                       | 10 hours                   |
| PRICING                    |                                                                                                                                                                              |                              |                                |                            |
| Purchase                   | \$239.50                                                                                                                                                                     | \$135                        | \$325                          | \$195                      |
| Rental/Lease               | Dealer option                                                                                                                                                                | —                            | —                              | —                          |
| Servicing                  | Mfr. & dealer                                                                                                                                                                | Dealer                       | Dealer                         | Dealer                     |
| Media Price                | \$7.50/\$10****                                                                                                                                                              | \$3.90/mini-cassette         | \$3.90/mini-cassette           | \$3.90/mini-cassette       |
| Warranty                   | 90 days                                                                                                                                                                      | 90 days parts & labor        | 90 days parts & labor          | 90 days parts & labor      |
| First Delivery             | Fall 1975                                                                                                                                                                    | —                            | —                              | —                          |
| REMARKS & OTHER FEATURES   | *Comes w. integral scale or counter. **Hand-marked on cassette strip. ***On counter cassette. ****Scale or counter cassette prices; lower capacity/cost cassettes available. |                              | See Report S15-685-401         | See Report S15-685-50      |

## Portable Dictation Units

| COMPANY                    | Sanyo                     | Sanyo                         | Sony                      | Sony                                                                        |
|----------------------------|---------------------------|-------------------------------|---------------------------|-----------------------------------------------------------------------------|
| MODEL                      | TRC 1100 Midget Memo      | TRC 1200 Mini Deck            | BM-11 Secutive            | M-101 Pocket Note Taker                                                     |
| PHYSICAL FEATURES          |                           |                               |                           |                                                                             |
| Weight                     | 1.7 lbs.                  | 1.11 lbs.                     | 2 lbs.                    | 13 oz.                                                                      |
| Dimension (H x W x D)      | 6-1/8" x 3 3/4" x 1-9/16" | 6-11/16" x 4-9/16" x 1-13/16" | 6 1/2" x 4-3/8" x 1 3/4"  | 5-5/8" x 2 1/2" x 1"                                                        |
| Hand Grip                  | Carrying strap loop       | Carrying strap loop           | Carrying strap loop       | Carrying strap loop                                                         |
| RECORDING MEDIUM           | Cassette                  | Cassette                      | Cassette                  | Micro-cassette                                                              |
| MAX RECORD TIME            | 30 minutes                | 30 minutes                    | 60 minutes                | 30 minutes                                                                  |
| RECORDING SPEED            |                           |                               |                           |                                                                             |
| Normal Forward             | 1,875 inches/second       | 1,875 inches/second           | 1,875 inches/second       | 15/16 inches/second                                                         |
| Fast Forward               | 18.75 inches/second       | 22.5 inches/second            | 28.1 inches/second        | 18.7 inches/second                                                          |
| Rewind                     | 18.75 inches/second       | 28.1 inches/second            | 28.1 inches/second        | 18.7 inches/second                                                          |
| GENERAL FEATURES           |                           |                               |                           |                                                                             |
| Indexing                   | None                      | None                          | None                      | N/A                                                                         |
| Digital Counter            | Standard                  | Standard                      | Standard                  | N/A                                                                         |
| Low Times                  | None                      | Standard                      | Standard                  | —                                                                           |
| Micro-Discharge Indicator  | None                      | Audible tone                  | Auto-shut-off             | None                                                                        |
| Media-Not-Loaded Indicator | None                      | Mechanical lock-out           | None                      | Mechanical lock-out                                                         |
| Memory Test Indicator      | Standard                  | Light                         | Standard                  | LED                                                                         |
| CONTROLS                   |                           |                               |                           |                                                                             |
| Playback Volume            | Standard                  | Standard                      | Standard                  | Standard                                                                    |
| Playback Tone              | None                      | Standard                      | None                      | None                                                                        |
| Recording Level            | Automatic                 | Automatic                     | Automatic                 | Standard                                                                    |
| Pause                      | Standard                  | Standard                      | Standard                  | None                                                                        |
| Dictation                  | Playback                  | Start/Stop                    | Stop/Start/Cue            | Record                                                                      |
|                            | Record                    | Record                        | Fast Forward/Cue          | Forward/Stop/Rewind                                                         |
|                            | Fast Forward/Rewind       | Playback                      | Forward/Stop              | Playback                                                                    |
|                            | Pause                     | Rewind                        | Rewind                    | Fast Forward                                                                |
| COMPATIBLE TRANSCRIBER     | Sanyo TRC 8000/8010       | Sanyo TRC 8000/8010           | Sony BM-25A/-34/-35T      | Sony RD-50*<br>Secutive standard cassette desk-tops/Sony BM 20/25A/BM-34-35 |
| ACCESSORIES                |                           |                               |                           |                                                                             |
| Carrying Case              | Standard                  | Standard                      | Standard                  | Standard                                                                    |
| Telephone                  | Standard                  | Standard                      | Standard                  | Standard                                                                    |
| External Microphone        | Standard                  | Standard                      | Optional                  | Optional                                                                    |
| Telephone Pickup           | Optional                  | Optional                      | Optional                  | Optional                                                                    |
| IC Adapter                 | Optional                  | Standard                      | Optional                  | Optional                                                                    |
| Rechargeable Battery       | None                      | Standard                      | Optional                  | Optional                                                                    |
| BATTERY OPERATION          |                           |                               |                           |                                                                             |
| Battery Size & No.         | 5 "AA" size               | 6V                            | 4 "AA" size               | 2 "AA" size                                                                 |
| Average Lifetime           | 5 hours                   | 5 hours (rechargeable)        | 3 hours                   | 7.5                                                                         |
| PRICING                    |                           |                               |                           |                                                                             |
| Purchase                   | \$99.95                   | \$129.95                      | \$229                     | \$279                                                                       |
| Rental/Lease               | —                         | —                             | —                         | —                                                                           |
| Shipping                   | Mfr. & dealer             | Mfr. & dealer                 | Mfr. & dealer             | Mfr. & dealer                                                               |
| Media Price                | \$3.00/cassette           | —                             | \$1.50/cassette           | \$3.65/micro-cassette                                                       |
| Warranty                   | 1 year                    | 1-yr. parts/90 days labor     | 1-yr. parts/90 days labor | 1-yr. parts/90 days labor                                                   |
| Inst. Delivery             | January 1971              | July 1975                     | May 1973                  | April 1976                                                                  |
| REMARKS & OTHER FEATURES   | See Report S15-730-501    |                               | See Report S15-767-501    | *Media adaptor required.<br>See Report S15-767-601                          |

## Portable Dictation Units

| COMPANY                    | Sony                                       | Stenocord                | Stenocord           |  |
|----------------------------|--------------------------------------------|--------------------------|---------------------|--|
| MODEL                      | TC-44B Pocket Note Taker                   | 90/L                     | Model 91            |  |
| PHYSICAL FEATURES          |                                            |                          |                     |  |
| Weight                     | 1.15 lbs.                                  | 11 oz.                   | 0.7 lbs.            |  |
| Dimension (H x W x D)      | 6 $\frac{3}{4}$ " x 2" x 4 $\frac{1}{4}$ " | 5-3/8" x 2-3/8" x 1-1/8" | 1.1" x 2.3" x 5.6"  |  |
| Hand Grip                  | Carrying strap loop                        | Carrying strap loop      | Carrying strap loop |  |
| RECORDING MEDIUM           | Cassette                                   | Mini-cassette            | Mini-cassette       |  |
| MAX RECORD TIME            | 45 minutes                                 | 15 minutes               | 15 minutes          |  |
| RECORDING SPEED            |                                            |                          |                     |  |
| Normal Forward             | 1,875 inches/second                        | 1.64 inches/second       | 1.6 inches/second   |  |
| Fast Forward               | —                                          | None                     | 4.8 inches/second   |  |
| Reverse                    | —                                          | 11.48 inches/second      | 11 inches/second    |  |
| GENERAL FEATURES           |                                            |                          |                     |  |
| Indexing                   | None                                       | None                     | Audible             |  |
| Digital Counter            | Standard                                   | None                     | None                |  |
| Cue Tones                  | Cue & Review                               | —                        | —                   |  |
| End-Of-Media Indicator     | None                                       | Audible tone             | Audible tone        |  |
| Media-Not-Loaded Indicator | None                                       | N/A                      | Visual              |  |
| Battery Test Indicator     | LED                                        | Light                    | LED                 |  |
| CONTROLS                   |                                            |                          |                     |  |
| Playback Volume            | Standard                                   | Standard                 | Standard            |  |
| Playback Tone              | None                                       | None                     | None                |  |
| Recording Level            | Automatic                                  | Automatic                | Automatic           |  |
| Pause                      | Standard                                   | Standard                 | Standard            |  |
| Dictation                  | Start/Stop                                 | Start/Stop               | Start/Stop          |  |
|                            | Cue & Review                               | Record                   | Record              |  |
|                            | Playback                                   | Playback                 | Playback            |  |
|                            |                                            | Erase                    | Erase               |  |
|                            |                                            | Rewind                   | Rewind              |  |
| COMPATIBLE TRANSCRIBER     | BM-34, BM-25A                              | Stenocord 78/T/-79/390   | 78T/79/390          |  |
| ACCESSORIES                |                                            |                          |                     |  |
| Carrying Case              | Standard                                   | Optional                 | Optional            |  |
| Earphone                   | Standard                                   | N/A                      | —                   |  |
| External Microphone        | Optional                                   | N/A                      | Optional            |  |
| Telephone Pickup           | Optional                                   | —                        | —                   |  |
| AC Adapter                 | Optional                                   | Optional                 | —                   |  |
| Rechargeable Battery       | Optional                                   | Optional                 | Optional            |  |
| BATTERY OPERATION          |                                            |                          |                     |  |
| Battery Size & No.         | 4 "AA"                                     | 9V                       | 9V                  |  |
| Average Lifetime           | —                                          | 30 hours                 | 30 hours            |  |
| PRICING                    |                                            |                          |                     |  |
| Purchase                   | \$140                                      | \$149.95                 | \$157.75            |  |
| Rental/Lease               | —                                          | —                        | —                   |  |
| Servicing                  | Mfgr. & dealer                             | Mfgr. & dealer           | Mfgr. & dealer      |  |
| Media Price                | \$2.30/cassette (90 min.)                  | —                        | —                   |  |
| Warranty                   | 1-yr. parts/90 days labor                  | 90 days parts/labor      | 90 days parts/labor |  |
| First Delivery             | Summer 1976                                | 1975                     | 1976                |  |
| REMARKS & OTHER FEATURES   |                                            |                          |                     |  |



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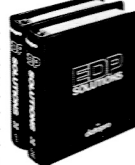
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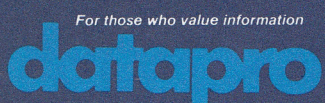
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